

## Board Business Meeting Minutes

July 24, 2023, 6:00-8 p.m

### Location

Mountain Sage Community School  
2310 East Prospect Road, Suite A, Fort Collins, CO 80525

### BUSINESS MEETING:

#### A. Opening, 6:00 p.m. (5 minutes)

A1. Call to Order

**Director Rault called the meeting to order at 6:10 pm**

A2. Attendance & Introductions

- Present:
  - Liv Helmericks
  - Ashley Haas
  - Stephane Cosby
  - Jen Rault
  - Chris West
  - MacKenzie Mushel
- Late:
- Absent:
  - Bryan Kimbell
- Guests:

A3. Our Mission: [Cultivating the Creative Mind](#)

**Director Mushel read the mission statement**

A4. Public Comment (3 minutes per person, Limit 20 minutes total)

[Policy ADD 4.8 - Public Participation in Board Meetings / Board Guest](#)

#### B. Preliminary Matters, 6:05 p.m. (5 minutes)

B1. Approve Minutes from 2 Prior Board Meeting ([6/3](#), [7/6](#))

**MOTION:** Director Cosby moved to approve the minutes from 6/3. Director West seconded.

**VOTE:** Unanimously approved.

**MOTION:** Director Rault moved to approve the minutes from 7/6. Director Haas seconded.

**VOTE:** Unanimously approved.

B2. Call for Late Additions to Agenda

**No late additions**

B3. Approve Meeting Agenda

**MOTION:** Director Haas moved to approve the agenda. Director Mushel seconded.

**VOTE:** Unanimously approved.

**C. Regular Business, 6:10 p.m. - 7:50 p.m.**

C1. Committee Updates:

C1.1 - Visioning Committee Update ([report](#)) (Ashley)

**Visioning committee documents were moved to the Board Shared Drive.**

**AI: Link Visioning Committee Agendas and Minutes to Governance page of MSCS website**

C1.2 - Facilities Update ([report](#)) (Chris)

C1.3 - Finance Committee ([report](#)) (Bryan)

**An additional Board business meeting will be necessary to approve budget changes  
Tentatively scheduled for 8/7/2023 6-7:30pm**

**AI: Add Meeting to governance schedule**

C1.4 - Governance ([report](#)) (Jen)

C1.4.1 - Committee Meeting [SOP](#)

**AI: review above and discuss/approve at next meeting**

C2. Oath signing (Jen)

**In the future, the June retreat might be an appropriate time to schedule the Oath.**

**AI**

C3. Board President Transition

**AI: touch base with recent board candidates, previous board members, invite larger MSCS community to join Board**

**Need to break down the responsibilities of the President role, investigate sharing tasks until new president can be appointed**

**AI: Review and update [Board President Job description](#)**

**AI: include "Review and familiarize with metrics dashboard" in retreat agenda**

**D. Closing, 8:00 p.m. (10 minutes)**

D1. Review Action Items

D2. Review [Upcoming School Calendar Events](#), Board Member Attendance

D3. Call for Final Comments

D4. Public Comment (3 minutes per person, Limit 20 minutes total)

[Policy ADD 4.8 - Public Participation in Board Meetings / Board Guest](#)

D5. Move to Adjourn

**MOTION:** Director Haas moved to adjourn the meeting. Director Cosby seconded.

**VOTE:** Unanimously approved.

D6. Closing Verse:

*Steadfast I stand in existence.  
With certainty I tread life's path.  
Love I cherish in the depths of my being.  
Hope I place in every deed.  
Confidence I place in every thought.  
These five guide me through existence.  
These five guide me to the goal.*