

**CORNERSTONE MONTESSORI ELEMENTARY SCHOOL – BOARD OF DIRECTORS MEETING
TUESDAY MARCH 21, 2017 – 6:00 P.M.**

Board Members Present: Liz Coenen, Jess Goff, Melissa Santrach, Amanda Cina, Andrea Galdames, Liesl Taylor

Board Members Absent: Julie Richards,

Other Attendees: Chris Bewell

Meeting Called to Order by Liz Coenen, Board Chair, at 6:04 pm.

AGENDA

Public Comment Period: No public comments were offered.

Approval of Agenda & Declaration of Conflict of Interest

- Liz asked if there were any additions or changes to the agenda;

Melissa MADE A MOTION TO APPROVE THE EVENING’S AGENDA; Andrea SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

- Based on the approved agenda, Liz asked if anyone had any conflicts of interest with the evening’s agenda. None were disclosed.

Acceptance of Minutes from 2.21.17 Board Meeting

- Liz asked if anyone had changes to the February meeting minutes; none were offered.

Jess MADE A MOTION TO ACCEPT THE MINUTES FROM THE FEBRUARY 2017 MEETING; Andrea SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

Governance- Liz Coenen:

- Reminder if interest in open meeting, webinar is tomorrow!
- Board education :)
- We won the VOA Governance award!
- Jess met with Peter Rachleff and came away with some contacts to use for the board

Treasurer’s Report - Melissa Santrach

- No concerns on the budget; cash is good
- Melissa MADE A MOTION TO ACCEPT THE FEBRUARY 2017 FINANCIAL STATEMENTS; Andrea SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.**

Development and Communications Committee Report – Melissa Santrach

- Amanda sent out an email re: AmazonSmile additional one-day donations
- Will begin sending a monthly newsletter
- Want to setup an Annual Giving campaign
 - Looking to raise \$100,000 / year
- Great meeting this month!

Board Chair Report – Liz Coenen

- Board Retreat Planning Group, open for others to contribute if so moved

Head of School Report – Liesl Taylor

- Report provided
- Update: Meeting with Sr. Commander Axel Henry scheduled at precinct on March 31
- Learning Fair, Monday, March 27
- Professional development

Director of Business Operations – Chris Bewell

- Things are moving along
- Vendor information prices are coming in for budgeting
- Enrollment: 1-2 new applications; waiting for notification who will be here next year
- MCA Assessments begin just after spring break

Strategic Board Discussion

- Board Recruitment- Board Member Check In
 - Melissa has 1 person she met with who is interested; a few others in queue
 - Jess spoke with Peter (Governance notes) and obtained a few contacts
 - Liesl met with a representative at Urban Ventures; has a lead on 3 places to go and speak about CMES
 - Liz met with a few people and made a handful of connections
 - Andrea is networking
- Would like to pick a date to have people (donors, potential board members, etc.) come and visit the school. This would be during the week while the children are onsite (child ambassadors).
 - Next steps – Liesl/Chris to determine a date
 - Chris to create the flyer
- Non Profits Assistance Funds

Other Business

- Schedule board member reviews in April

Next month's (4.18.17) agenda

- School calendar

Adjourn

Jess MADE A MOTION TO ADJOURN THE MEETING AT 7:38 PM; Melissa SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY.

Respectfully Submitted by Amanda Cina, CMES Board Member

Next meeting is April 18, 2017 at 6 p.m.