

Bay Haven Charter Academy, Inc.  
Board of Directors Meeting Thursday June 4, 2015

Meeting was called to order at 4 pm. The Pledge of Allegiance was led by Jeremy Hatcher. David Haight led the prayer.

**Approval of Agenda:** Mr. Haight moved to approve the agenda with addition 2.e. New Positions Approval. Scotti Haney seconded the motion. Motion carried unanimously.

**Approval of Minutes:** Tiffany Ennis moved to approve the 05/07/2015 meeting minutes and Mrs. Haney seconded. Motion carried unanimously.

**President's Report:** Dr. Hatcher congratulated Meredith Higgins on a successful year. He stated attendance at Senior Recognition was a pleasure and noted the Class of 2015 had garnered over \$5.3 million in scholarships. He also reported that work continues on the 16 acre purchase.

**CEO Report:**

*Students:*

Tim Kitts reported there have been recognitions at all schools all week long.

*Persommel:*

Dr. Kitts introduced to the board, Aaron York, a native of Bay County, who is the new AA at BHCA.

Waylon Thompson presented a proposed policy regarding a CEO salary schedule. After discussion about amounts and automatic increases, Sandy Porter moved to table the topic till the next meeting and Scott Reeve seconded. The motion carried with aye votes by: Mrs. Ennis, Jon McFatter, Mrs. Porter, Mr. Reeve, Mr. Thompson, and Mark Graham. Nay votes were cast by Mr. Haight and Mrs. Haney.

After discussion about possible legal ramifications the proposed policy on the Faculty Carryover Leave and Cap may incur, Mrs. Haney moved to table the topic till the next meeting and Mr. Haight seconded. The motion failed with aye votes by: Mrs. Haney, Mr. Haight, and Mr. McFatter. Nay votes were cast by: Mr. Thompson, Mr. Graham, Mrs. Porter, Mr. Reeve, and Mrs. Ennis. In further discussion, Mr. Thompson expressed a desire to change the payout amount for non-carried over hours. Mr. Haight moved to table the topic until the next meeting, and Mr. Thompson seconded. The motion carried unanimously.

Mr. Thompson moved to allow Tim Sloan to research copyrighting our logos with the appropriate attorney in Washington D.C. Mrs. Porter seconded and the motion carried unanimously.

Mrs. Porter expressed a desire to have in place a policy requiring board approval for all new positions within the organization. After discussion, Mr. Thompson suggested that he and Mr. Sloan work on a policy and bring it to the next meeting. The board concurred.

*Facility Report:*

Dr. Kitts, along with Mr. Ramsey presented the construction update. It was noted our current CBC lease runs through June of 2017 and in January of that year Inc. must opt-out for the auto-renewal of 2 years, unless we intend to stay. In light of this information, the board needs to make a decision about financing in July of this year. The Inc. team is looking at various types of construction and the costs associated with each. As more information is received, it will be distributed to the board. About \$8 million is the ceiling for affordability.

Dr. Kitts presented renderings of the outdoor classroom and gave information as to how it will be placed on the property. Bids for that construction will open noon Monday.

Work on the ingress/egress lanes and the new driveway opening at the middle school parking lot has begun.

Dr. Kitts reported that Bethany Womack says the permitting, etc. should be complete in about two months for the athletic complex. Dr. Kitts reported for Mr. Elmore as well, recommending the board approve a selection process for the construction manager for the construction of the infrastructure. Mr. Elmore recommends the committee be: Dr. Kitts, Michelle Gainer, Dr. Hatcher, Dwan Ramsey and himself to complete selection of the top three candidates for construction manager for the development of the 16 acre athletic facility site. After discussion, it was determined the committee would develop the RFQ, bring it to the board, gather proposals, and bring those responses to the board. Mrs. Porter moved to make this the process and Mr. Reeve seconded. Motion carried unanimously.

#### **CFO Report:**

Dwan Ramsey reported he ran into difficulty with investing excess funds as he had been directed by the board to do. As a result of queries from Mr. Ramsey, BB&T raised our basis points for money we earn, thus increasing our earnings. He is still talking to Natixis and gathering information regarding the bond reserve money.

#### **Action Items:**

Mrs. Ennis proposed July 21 at noon for the budget workshop. Mrs. Porter seconded and the motion carried unanimously.

Mr. Thompson moved to approve the Cap on Leave Policy as advertised. Mrs. Ennis seconded and the motion carried unanimously.

Mr. Thompson moved to approve the already advertised policy stating board policy supersedes the employee handbook when the two conflict. Mrs. Haney seconded. Motion carried unanimously.

#### **Informational Items:**

Mrs. Porter inquired as to the combining of campuses for ESE. Dr. Kitts stated that one parent didn't want to combine, so we had to take the \$65K budget hit and had to restructure the programs on the BHCA campus to accommodate. He noted the District will allow us to transport ESE students between campuses.

Mr. Haight noted that information the board members receive from outside sources should be forwarded to appropriate decision makers as well.

Mr. Graham and Mr. Haight commended everyone involved in Graduation and Senior Recognition and thanked them for a job done outstandingly.

Several board members expressed appreciation for the thank you notes received for the bonuses.

Dr. Hatcher thanked Mr. Haight for an outstanding job as board chair and presented him with a very nice edition of Robert's Rules of Order.

Dr. Kitts asked if everyone had seen the new bus.

#### **Comments:**

Bridget Miller noted a daily-rate payout for unused time would serve to keep teachers in the classroom. Also, as regards the 5 years service for accrual, the board might consider making that 5 years teaching total, not just years at BH or NBH; that would help someone making a decision to come to our schools.

The meeting was adjourned at 7:01.