

Bay Haven Charter Academy, Inc.
Board of Directors Meeting Minutes
Wednesday, June 29, 2016
Bay Haven Charter Academy
Media Center
1:00 pm

Attending: Mr. Jon McFatter, Mr. Scott Reeve, Mrs. Sandy Porter, Mr. Waylon Thompson, Mr. Neel Bennett, Mr. David Haight, Mrs. Tiffany Ennis, Mrs. Scotti Haney

Absent: Dr. Jeremy Hatcher

Others attending: Mr. Tim Sloan, Mr. Larry Bolinger

- I. Call to Order – 1:01 p.m.**
- II. Pledge of Allegiance – Mr. Jon McFatter**
- III. Prayer – Mr. Jon McFatter**
- IV. Approval of Agenda –** A motion was made to approve the agenda as amended by Mr. Bennett. It was seconded by Mr. Thompson. All in favor, no further discussion, motion carries.
- V. Budget Workshop**
 - A. Compass Bank Presentation – A Compass Bank representative presented a plan as an alternative for financing for short term and long term as an alternative to BB&T.

The CFO stated that the last communication with BB&T showed from every indication we should be primed and ready with due diligence to put funding in place in August or September.

Budget presentation commenced. Mr. Ramsey presented the current projected budget for 2016-2017 as is at the moment.

VI. Action Items

- A. The following Administrative changes in personnel are requested for approval:
 - i. Reclassification of Cas Gant from a 10-month Administrative Assistant position to a 12-month Administrative Position. Mr. Bennett made a motion that we approve the reclassification of the 10 month AA position at NBH Middle/High to a 12 month position. Mrs. Ennis seconded the motion. All in favor, no further discussion, motion carries.
 - ii. The approval of a 10-month Administrative Assistant position at NBH Elementary. (new position) This would be temporary until the elementary moves to the new campus so that there would be two administrators on campus at the same time, hopefully one year. It was requested that this be moved to the July 14th meeting since the board is not prepared to vote on this. The job description and salary will be brought to next meeting for approval.

- iii. Establish paygrade 53 on Administrative Salary Schedule 2 for the NBH K-12 Principal position – A long discussion ensued and concerns were voiced. Mr. McFatter requested that this be deferred until the July 14th meeting. HR is requested to bring the job description and salary schedule.
- iv. Approval for STEM position at BHCA Elementary – Mrs. Porter made a motion to approve this position. Mrs. Haney seconded the motion. All in favor, no further discussion, motion carries.
- v. Approval for BHCA office clerk position to be reclassified from full-time to part-time – Mr. Haight made a motion to approve this reclassification. Mr. Bennett seconded the motion. All in favor, motion carries. It was pointed out that the board really did not need to approve this because, per policy, only reclassifications causing net increases to the budget needed to be approved.

~~B. Contract for Design/Build (moved to VII. B.)~~

~~C. Bylaws and Employee Handout (moved to next month's meeting)~~

~~D. B. SRO/SRD Contracts – Moved to next month's meeting~~

VII. Items for Discussion

- A. Alternate plans/strategy for NBH Elementary – presentation by Jamie Vickers
- B. Contract for Design/Build Contract – Changes were made to the contract in regards to the surcharging that was approved during last meeting. Mr. Thompson made a motion that we authorize Mr. Sloan to make a few changes that he discussed to include the substantial completion date, final completion date, and the identification of the GAC representative, and any tweaks that will be approved by the President, and to authorize our President to execute the contract with GAC to allow GAC to bring in the dirt to surcharge the property not to exceed the cost of \$96,000. Mr. Bennett seconded the motion. All in favor, no further discussion, motion carries.

VIII. Announcements

- A. The next Board meeting will be held on Thursday, July 14th at 4:00 p.m. at the Bay Haven campus in the Media Center.

IX. Public Comments

- X. **Board Comments** – Mr. Thompson stated that the CEO and CFO should work together. All financial info needs to go to CEO, and vice versa. He requested that they please share more information with each other.

- XI. **President's Comments** – Mr. Sloan has a packet of materials to give out to the Board members after the meeting, not to be discussed at this meeting.

XII. Adjournment – 5:20 p.m.