



**Governing Board Meeting Agenda
January 12, 2015
4:00 PM**

Meeting called to order at 4:04PM

I. Roll Call and Establishment of Quorum –

Present - C. Ron Allen, Patch Paczkowski, Brooke Havrilla

Not Present - Claudio Jaffe, Tim Quinn

II. Approval of December minutes Motion to be tabled until next board meeting made by Patch, seconded by Brooke Havrilla; All in favor.

III. Reports

Manager's Report - Motion to approve adding management company to 501(3) application; seconded by Brooke Havrilla. In favor: Patch aye; Brooke Havrilla aye; C. Ron Allen no comment.

IV. Old and Unfinished Business

a. Bylaw Revisions – revisions are being amended to reflect December actions.

b. Update to Sunbiz – update of members and positions is complete.

c. Submission of November = financials moved to old business; November monthly financials will be emailed to board members.

V. New Business

a. Review of Contracts

1. **PR Contract** - Motion to cease payment on and suspend Reece Marshall Communications contract effective immediately, seconded by Brooke Havrilla. In favor: Patch and Brooke Havrilla. Opposed: C. Ron Allen.

Motion to request proposals for PR and/or Marketing firms and be submitted to board members by Feb. 15, 2015 by Patch, seconded by Brooke Havrilla. All in favor: Patch, Brooke Havrilla. Opposed: C. Ron Allen.

Submitted proposals and need for PR firm will be discussed at the next board meeting. All in favor: Patch, seconded by Brooke Havrilla. Opposed: C. Ron Allen

2. **Lawn Care** - Motion to not renew lawn contract in February made by Patch, seconded by Brooke Havrilla. In favor: Patch, Brooke Havrilla, C. Ron Allen. Motion to authorize school to purchase lawn equipment In favor Patch, Brooke Havrilla. In favor Patch, Brooke Havrilla, C. Ron Allen.

3. **Attorney RFP Update** - RFPs by Feb. 15th at least 3 attorneys. Motion to request proposals for EAA attorneys by Patch, seconded by

Brooke Havrilla. In favor Patch, Brooke Havrilla. Opposed C. Ron Allen.

- b. **Account Signers** - Motion made to add Board President, Treasurer, and Principal as school account signers and remove C. Ron Allen as a signer to meet school policies and procedures by Patch, seconded by Brooke Havrilla. In favor: Patch, Brooke Havrilla, C. Ron Allen

***from Eagle Arts Academy Policies and Procedures:**

(7.2.8) Check Signing Authority

A limited number of employees and board officers will be authorized to sign checks, and there shall be no fewer than three individuals at all times.

(7.2.8.1) Authorized Check Signers

Authorized check signers must be approved in writing and require Board of Directors authorization. The Head of School will have check signing authority. Additional individuals with or without dollar limitations may be authorized as necessary.

The Chairman may revoke check-signing authority. Any person who is no longer entitled to sign charter school checks will be notified in writing. The Treasurer will oversee the proper notification of the charter school's financial institutions whenever authorized signature changes are made.

(7.2.8.2) Signature Levels Required

The following signature levels will be required according to the dollar amount of the check:

Less than \$500 - A check issued for an amount less than \$500 requires only one signature, typically by the Head of School.

Less than \$5,000 - A check issued for an amount less than \$5,000 requires one signature.

Greater than \$5,000 - A check issued for greater than \$5,000 requires two signatures, one of which must be that of the Treasurer of the Board of Directors. The second signature can be that of any authorized check signer.

- VI. Public Comment** - Lisa Murray has a friend who owns a lawn equipment company and will look into working out a deal for the school.

Request made by C. Ron Allen to add *Board Comments* to agenda. Patch suggested under *New Business* and before *Public Comment*.

Board Comments:

C. Ron Allen provided his personal opinions of Reece Marshall Communications contract, school leadership and management company.

Patch comments on waiting for legal investigation on PR contract.

Tentative date for next Board Meeting is Tuesday, Feb. 24th at 6:30PM

- VII. Adjournment** - Motion to adjourn at 5:23PM by Patch, seconded by Brooke Havrilla. All in favor.