

**Leelanau Montessori Public School Academy
Regular Meeting
Monday, June 18, 2018 7:00 p.m.
310 Elm Street Suttons Bay, MI 49682**

1. Call to Order: President Bordeaux called the meeting to order at 7:00 p.m.

2. Roll Call: President Bordeaux, Vice President Macdonald, Secretary Chaney, Trustee Miezio, Treasurer Evans, Trustee McConnell

Absent: Trustee Lutke (arrived at 7:10 p.m.)

Others: Beth Bassett-recording secretary, Arden Wilson, Kallie Craker, Mike Carmean

3. Additions/Approval of June 18, 2018 Agenda:

It was requested to remove Item #8 and #17

**MOVED BY MACDONALD SECONDED BY EVANS TO APPROVE THE JUNE 18, 2018 AGENDA AS AMENDED.
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED**

4. Public Comment: None.

5. Public Hearing:

a. Open Public Hearing:

**MOVED BY MCCONNELL SECONDED BY CHANEY TO OPEN THE PUBLIC HEARING AT 7:02 P.M.
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED**

b. Budget Discussion:

Treasurer Evans commented the budget is based on 77 students and a \$240 increase in funding. The finance committee will revisit staff raises and staffing in November. Evans commented the loan is interest only for the first year and the construction costs/invoices will be written through Chemical bank. The ending fund balance is projected to be 6.1%.

c. Public Comment: Arden Wilson asked how much the loan is for and Evans commented \$979,148.

d. Close Public Hearing:

**MOVED BY MIEZIO SECONDED BY EVANS TO CLOSE THE PUBLIC HEARING AT 7:09 P.M.
AYES: ALL NAYS: NONE ABSENT: 1 MOTION CARRIED**

- Sarah Lutke arrived at 7:10 p.m.

6. Public Comment: None

7. Revisions/Approval of May 21, 2018 Minutes:

**MOVED BY MACDONALD SECONDED BY CHANEY TO APPROVE THE MAY 18, 2018 MEETING MINUTES AS PRESENTED.
AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED**

8. Head of School Report: Removed

Old Business:

9. Committee Reports:

a. Academic Excellence: Miezio commented that Head of School Eric Royston received highly effective for his evaluation for the MDE REP report.

b. Facility: Macdonald commented she will give an update during the future of our school update.

c. Finance: Evans will update during budget approvals.

d. Fundraising: Bordeaux reviewed the committees submitted report. The committee is working on the Gail Robison Scholarship fundraising event and the 5K in October.

e. Governance: Chaney reviewed the committees submitted report and commented that the committee is proposing a different meeting date to accommodate a Bay Mills representative attending all meetings. After discussion the following motion was made:

MOVED BY CHANEY SECONDED BY EVANS TO MOVE THE MONTHLY BOARD MEETING TO THE THIRD WEDNESDAY OF THE MONTH AT 6 P.M. AT SUTTONS BAY PUBLIC SCHOOL BEGINNING IN JULY OF 2018 AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

Chaney commented the committee will continue working on the BMCC checklist, plan for staff succession, insurance for the new building, and there will be a leadership/Board retreat July 11th from 8-12 p.m.

f. Grant: Bordeaux reviewed the committees submitted report. Anita Abbott provided a wonderful document to staff that outlined grant opportunities. GTB 2% grant was submitted along with required previous years reports.

g. Marketing: No meeting held.

MOVED BY LUTKED SECONDED BY MACDONALD TO APPROVE THE COMMITTEE AND FINANCIAL REPORTS AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

10. Future of the School:

a. Facility: Macdonald commented that the task force met and discussed the availability of contractors and the RFP process and postings. Tom McConnell will act as the project manager for the closing and renovations, facilitating group collaboration for fine tuning the process.

b. Finance: Bordeaux commented that the closing will take place Friday, June 22. Evans and Bordeaux will meet with Cory from Chemical Bank to make sure all needs are taken care of. It was a Board consensus that having Treasurer Alicia Evans as a signer on the loan was not a concern or conflict of interest.

c. Charter: Bordeaux commented that there are a few items needed for the BMCC checklist but all should be set for the contract to be signed by June 30th.

11. Approval of 2017-2018 Budget Amendment 2 Resolution #6-2018:

MOVED BY MACDONALD SECONDED BY MCCONNELL TO ADOPT THE 2017-2018 BUDGET AMENDMENT 2, RESOLUTION #6-2018 AS PRESENTED.

BORDEAUX-YES, CHANEY-YES, MACDONALD-YES, MIEZIO-YES, EVANS- YES., LUTKE- YES., MCCONNELL- YES.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

12. Approval of 2018-2019 Original Budget Resolution #7-2018:

MOVED BY LUTKE SECONDED BY MACDONALD TO ADOPT THE 2018-2019 ORIGINAL BUDGET, RESOLUTION #7-2018 AS PRESENTED.

***BORDEAUX-YES, CHANEY-YES, MACDONALD-YES, MIEZIO-YES, EVANS- YES., LUTKE- YES., MCCONNELL-YES.
AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED***

13. SBPS Lease Contract: Mike Carmean, Suttons Bay Superintendent commented that he is waiting on one piece of information to include in the lease but it is pretty much ready to be signed. He will forward the completed lease as soon as it is finished. The missing piece will not affect any costs in the lease. The Board thanked Mr. Carmean and the following motion was made:

MOVED BY MCCONNELL SECONDED BY LUTKE TO APPROVE SIGNING THE LEASE CONTRACT WITH SUTTONS BAY PUBLIC SCHOOLS AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

New Business:

14. Tenants Leases: Macdonald commented that there was some work to be done negotiating the lease with the health department. Macdonald was working with Lisa Peacock who is authorized to sign the lease.

MOVED BY MCCONNELL SECONDED BY CHANEY TO APPROVE SIGNING THE LEASE WITH THE BENZIE LEELANAU HEALTH DEPARTMENT.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

15. Axios Contract: Bordeaux commented this would be a three-year contract.

MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE SIGNING A THREE- YEAR CONTRACT WITH AXIOS/HR CONSULTING FOR HR SERVICES AS PRESENTED.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

16. Transfer of Capital Campaign Funds: Bordeaux commented that the funds to be moved are capital campaign funds from the student activities account.

MOVED BY MACDONALD SECONDED BY MCCONNELL TO APPROVE MOVING \$55,000 FROM THE STUDENT ACTIVITIES CAPITAL CAMPAIGN ACCOUNT TO THE GENERAL FUND ACCOUNT AS THE DOWNPAYMENT TO PURCHASER THE CONNIE BINSFELD BUILDING.

AYES: ALL NAYS: NONE ABSENT: 0 MOTION CARRIED

17. Finalize Purchase: Removed

18. 2018-2019 Board Calendar: As discussed, the meetings will now be held on the third Wednesday of the month at 6:00 p.m. at Suttons Bay Schools.

19. 2018-2019 Board Officer Discussion: The Board officers will be finalized at the July organizational meeting. The treasurer position will change to Sarah Lutke.

20. Public Comment: Mike Carmean commented that Eric Royston worked hard to get the new school project going and the building process is tough. He would like to see the schools continue working together. Food service has cost Suttons Bay over 30K deficit. Mr. Carmean commented he should have attended more meetings and commented that the lease is only through December. Kallie Craker thanked the Board for all their hard work.

21. Board Comment: Macdonald thanked Kallie Craker for all her work on behalf of the school. Bordeaux thanked Suttons Bay Schools, Mike Carmean, Hollie Anderson, and Amanda Cox.

22. Adjournment: The Board agreed by consensus to adjourn at 8:06 p.m.

President

Date

Secretary

Date