



GRANVILLE  
CHRISTIAN  
ACADEMY

**GCA BOARD MEETING REDACTED MINUTES**

**May 9, 2022**

**6:30 PM**

**Closed Meeting**

**\*Confidential information has been redacted for privacy**

1. **Call to order** was made by board chair Dan Keiser
2. **Roll Call** was answered by Leah Latshaw, Tim Martin, Phill Demarest, Julie Dickson, Dan Keiser, Brad Pilkington, Clay Jenkins, April Dusthimer. Head of School Josh Sexton. Debbie Patton is absent due to sickness. Shari Swonger is on vacation.
3. **Welcome** to Tim Martin who joins the board tonight. Phill Demarest will not serve a second term on the board after June 30. Shari Swonger will step down from the board at the conclusion of the May 9 board meeting.
4. **Summary of listening sessions with staff — Dan Keiser**
  - a. Meetings took place with the Dan Keiser, April Dusthimer, and Leah Latshaw, who met with 15/15 FT teachers, 7/9 PT teachers, 5/5 FT support staff, ¼ PT support staff, 5/5 admin. Dan shared the topics brought up by the staff with the board.
5. **Prayer and Devotion** – Dan Keiser showed an Andy Stanley video “Is It a Problem to Solve or a Tension to Manage?” Having an opposing thumb/index finger allows progress: humans can apply the correct amount of pressure and tension depending on the object. A great organization shouldn’t resolve all problems and tension, they should manage them. There are multiple tensions in any organization, and progress is made when the tensions are leveraged (i.e., we can’t fulfill all of our responsibilities at work and at home—there is a tension to find balance). New tensions are created when you resolve old tensions, new barriers to progress are created, too. Progress depends on the successful management of tensions.

Goal is not to win, but that progress-critical tensions never drop out of sight. Understand the upside of the opposite side, and understand the downside of your side. Be the champion of every side.

**6. Prayer Requests**

**7. A motion to approve minutes from meeting on April 18, 2022 with noted amendments was made by Phill Demarest, seconded by Leah Latshaw, motion passed.**

**a. Clay Jenkins gave the Education report, Dan Keiser gave the Board Development report**

**8. Enter votes from March 14, 2022 meeting into the record: None**

**9. Enter email votes into the record: None**

**10. Student Leadership Presentation – None**

**11. Faculty Presentation – None**

**12. Administrative Presentation – None**

### 13. Financial Report — April Dusthimer

Financials are for period ending March, 2022

#### Cash Review

- Total Cash on hand was \$ **763,216.48**
- We have designated and restricted assets of \$ **584,250.4**
- Leaving us with \$ **178,966.10** of operating cash available

#### Income Statement Summary

	March			2021-2022		Var to YTD Budget
	Actual	Budget	Var to Budget	Actual YTD	Budget YTD	
<b>Total</b>						
Income	195,706.89	185,689.10	10,017.79	1,595,307.00	1,525,680.00	69,627.00
Expenses	162,978.46	166,738.01	(3,759.55)	1,449,938.13	1,441,892.55	8,045.58
Subtotal	32,728.43	18,951.09	13,777.34	145,368.87	83,787.45	61,581.42
Capital Expenditures	2,012.99	3,333.00	(1,320.01)	55,080.66	29,997.00	25,083.66
<b>Net Operating Income</b>	30,715.44	15,618.09	15,097.35	90,288.21	53,790.45	36,497.76
<b>Auxiliary Funds</b>						
Income	14,410.76	25,000.00	(10,589.24)	191,009.67	200,000.00	(8,990.33)
Expenses	14,410.76	24,435.94	(10,025.18)	191,009.67	200,300.83	(9,291.16)
Net Income	0.00	564.06	(564.06)	0.00	(300.83)	300.83
<b>Without Aux</b>						
Income	181,296.13	160,689.10	20,607.03	1,404,297.33	1,325,680.00	78,617.33
Expenses	148,567.70	142,302.07	6,265.63	1,258,928.46	1,241,591.72	17,336.74
Net Income	32,728.43	18,387.03	14,341.40	145,368.87	84,088.28	61,280.59

### 14. Finance Committee

- Discussed distribution of financial funds from HOS Fund
- Discussed next steps for the roof replacement for the 5th Street Gym.
- Discussed the idea of having a “Needs Based Fund.”
- Discussed establishing years of services recognition and awards.

**15. A motion to approve the financial report was made by Clay Jenkins, seconded by Phill Demarest, motion passed.**

### 16. Education Committee — submitted by Shari Swonger

- Graduation Seals
- ESOs
- Leah Latshaw will chair Education committee

## **17. Advancement Committee — Julie Dickson**

- a. Teacher Appreciation Week May 2-6
  - i. Daily treats/snacks were delivered by HSSC. Tuesday's Rolls by the Pound and Friday's City BBQ were provided by the board, Thank you for contributing!
  - ii. Thank you to the parents who donated 69 gift cards that were placed into gift bags. Esther pulled 11 names daily M-Th; 10 regular gift bags and 1 Grand Prize. Friday pulled 13 names; 12 regular gift bags and 1 Grand Prize.
- b. 25<sup>th</sup> Reunion
  - i. Sending out e-invitation weekly via social media and e-letter.
  - ii. Lower SHBC lot, tent reserved, will serve hamburgers/hot dogs, chips, cookies.
  - iii. Need to transition advancement committee chair. Committee vision is to grow the number of parents who participate on the committee.
    - 1. Follow 2.7 board requirements for committee participation

## **18. Athletic Committee (Ad Hoc)**

- a. Did not meet

## **19. Facilities Committee — Dan Keiser**

- a. Roof patch was completed by Brian Exline of Bruns Scalco
- b. Dan is working with Greg Bush of Carlisle to create a roof design and schedule a pre-bid meeting with several roof contractors and masonry contractors.
- c. Contract lawyer needed to read contract for roof replacement. Phill will recommend one.

## **20. Board Development Committee — Brad Pilkington**

- a. Did not meet
- b. Bylaw compatible, will meet with Dan to discuss path and pace.

## **21. Head of School Transition Committee**

- a. Did not meet

## **22. Administrator Report - Josh Sexton – Head of School**

- a. Update on Teacher Recruitment
- b. Update on Enrollment for next year
- c. ACSI Instrument Rollout Update
- d. Spiritual Formation Survey to Students—in process. Previously did 9-12<sup>th</sup> grade survey as part of HS bible curriculum, now 6-12 spiritual formation survey.

- e. Review School Calendar
23. Difference Maker Award — recognition of staff member going above and beyond during graduation.

**24. Old Business**

**25. New Business**

- a. Cathy Pound Award – Initial Call for Nominations — submit names to Dan Keiser by June 13.
- b. Board Retreat — New Date for Consideration: July 16

**26. Meeting Adjournment**

Respectfully submitted,

Julie Dickson  
Secretary