



**GCA BOARD MEETING REDACTED MINUTES**

**August 8, 2022**

**6:30 PM**

**Closed Meeting**

**Confidential information has been redacted.**

1. **Call to order** was made by Dan Keiser.
2. **Roll Call** was answered by Leah Latshaw, Tim Martin, Dan Keiser, Clay Jenkins, Debbie Patton, Head of School Josh Sexton, Lee Reno. Absent - Percella Gualtieri, Brad Pilkington.
3. **Prayer and Devotion** – Debbie Patton led relating planting challenges at the farm with things being so wet of 100K sunflowers. Christians are similar to Sunflowers, standing strong and tall. Mentioned GCA personal losses referencing Colossians 2:7 “*rooted and built up in him (Jesus) and established in the faith, just as you were taught, abounding in thanksgiving*” and that Christ made up everything we need complete on the cross.
4. **Prayer Requests**
5. **A motion to approve the minutes from meeting on July 11, 2022 was made by Leah Latshaw, seconded by Debbie Patton, motion passed. A vote to approve the minutes passed.**
6. **Enter votes from July 11, 2022 meeting into the record:**

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

Portrait of a Graduate - Vote from Education Committee was passed
8. **Student Leadership Presentation – None**
9. **Faculty Presentation – None**
10. **Administrative Presentation – None**
11. **Financial Report – Clay Jenkins**
  - a. Reviewed a draft report. A final report will be presented in a later meeting.
  - b. See attached. A \$40K to 50K surplus is expect by end of year
  - c. Proposed to split surplus to Board reserve and Future Facilities

GCA School Board Meeting  
Treasurer's Report

Financials are for period ending June, 2022 (Preliminary)

Cash Review

- Total Cash on hand was **\$1,058,999**
- We have designated and restricted assets of **\$666,316**
- Leaving us with **\$392,683** of operating cash available

Income Statement Summary

	June			2021-2022		
	Actual	Budget	Var to Budget	Actual YTD	Budget YTD	Var to YTD Budget
<b>Total</b>						
Income	\$24,561	\$8,527	\$16,034	\$2,155,750	\$1,960,986	\$194,764
Expenses	\$117,485	\$78,840	\$38,645	\$2,042,101	\$1,880,771	\$161,331
Subtotal	<b>(\$92,924)</b>	<b>(\$70,313)</b>	<b>(\$22,611)</b>	\$113,649	\$80,215	\$33,434
Capital Expenditures	\$0	\$3,333	<b>(\$3,333)</b>	\$73,236	\$40,000	\$33,236
<b>Net Operating Income</b>	<b>(\$92,924)</b>	<b>(\$73,646)</b>	<b>(\$19,278)</b>	<b>\$40,413</b>	\$40,215	\$198
<b>Auxiliary Funds</b>						
Income	\$16,079	\$0	\$16,079	\$235,134	\$250,000	<b>(\$14,866)</b>
Expenses	\$21,192	\$4,813	\$16,378	\$240,247	\$253,986	<b>(\$20,026)</b>
Net Income	<b>(\$5,113)</b>	<b>(\$4,813)</b>	<b>(\$300)</b>	<b>(\$5,113)</b>	<b>(\$3,986)</b>	<b>(\$1,127)</b>
<b>Without Aux</b>						
Income	\$8,482	\$8,527	<b>(\$45)</b>	\$1,920,617	\$1,710,986	\$209,631
Expenses	\$96,293	\$74,026	\$22,267	\$1,875,090	\$1,666,785	\$208,306
Net Income	<b>(\$87,811)</b>	<b>(\$65,499)</b>	<b>(\$22,312)</b>	\$45,526	\$44,201	\$1,325

**12. Approve Financial Report**

- a. To be presented at a later meeting
- b. **A Finance Committee Motion was made by Clay Jenkins and seconded by Dan Kaiser to split the fiscal surplus amount 50/50 to Board Reserve, and future Facility. The Motion was Passed.**

### **13. Finance Committee**

- a. Clay Jenkins, Chair
- b. Year-end financials aren't finalized but we expect to end with net income in the \$40K-\$50K range.
- c. Recommendation to Board: Split the final 2021-2022 net income equally between Board Reserves and Future Facilities in the balance sheet. Future Facilities fund could be used for either buying or leasing space.
- d. Anticipate Josh presenting updated copy of 2022-2023 budget at August Board meeting.
- e. Additional work is needed to define goals for the following areas to be funded through operating income, funds raised through advancement efforts, and contributions to SGO:
  - i. Increased annual income to fund higher teacher salaries
  - ii. 5<sup>th</sup> Street Gym roof replacement
  - iii. Future Facilities – fund for either buying or leasing space

### **14. Education Committee**

- a. Leah Latshaw, Chair
- b. Meeting cancelled

### **15. Advancement Committee**

- a. Debbie Patton, Chair
- b. Per Dan, after school starts Dan, Debbie and April will meet. The purpose is to give Debbie a starting position. Per Dan, we should have a visual "board" with a total target of funds we want to raise.

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

- d. Dan Keiser, Chair
- e. Did not meet

### **17. Facilities Committee**

- a. Dan Keiser, Chair
- b. Update on 5<sup>th</sup> Street Roof Replacement. Need to provide report to architect. We are getting input from roofing contracting.

## **18. Board Development Committee**

- a. Brad Pilkington, Chair
- b. Did not meet

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

- a. Update on Staffing – Positions will be posted.
- b. Update on Enrollment for next year – We are expecting to roughly break even on student count with last year.
- c. Started new teacher orientation – 8 today, 2 more Tuesday and Wednesday.
- d. Praying for an anticipated emotional year. We are following “Shepherding a Childs Heart”.
- e. Spiritual formation – opportunity to develop students spiritually. Help them walk through student loss.
- f. HOS Priorities – Josh/Lee and Instrument
- g. School Safety Update – Training for emergency situations, staff, teachers, students in the beginning of the year by Martin Kaffenbarger – Granville Police. Martin is the school resource officer for GCA and Welsh Hills.

Will be a meeting with Dan, Josh and Tom Pound to address a safety plan for the whole building.

Josh updating the Security Plan.

## **Budget Report – 2022-2023**

<b>2022-23 GCA Budget</b>				
<u>Description</u>	<u>21-22</u> <u>Final</u>	<u>22-23</u> <u>Proposed Budget</u>	<u>Budget</u> <u>Percentage</u>	<u>Notes</u>
Tuition	\$1,465,611	\$1,626,405	74.9%	No inc to Tuition, reg fee now included in Tuition
Registration	\$20,475	\$23,625	1.09%	
Ohio AdCoRe	\$112,000	\$116,259	5.35%	
Fundraising	\$0	\$17,500	0.81%	
Miscellaneous Revenue	\$15,000	\$15,000	0.69%	Kroger, Drama, Spirit Wear, Etc.
Interest Income	\$400	\$400	0.02%	
Athletics	\$34,750	\$41,750	1.92%	
Student Services	\$48,117	\$42,000	1.93%	Lunch / Field Trips
Auxiliary	\$260,247	\$288,992	13.31%	
<b>TOTAL INCOME</b>	<b>\$1,956,600</b>	<b>\$2,171,931</b>	<b>100.0%</b>	
Classroom Supplies	\$1,000	\$2,000	0.09%	
Textbooks/Curriculum	\$17,000	\$30,000	1.39%	
Graduation	\$1,500	\$1,500	0.07%	
Student Events	\$7,950	\$3,850	0.18%	
Teacher Events	\$2,000	\$6,000	0.28%	
General Operations	\$91,500	\$122,250	5.67%	
Prof. Development	\$7,000	\$7,000	0.32%	
Facilities	\$222,060	\$227,560	10.55%	
Technology	\$57,000	\$32,500	1.51%	
Memberships	\$4,750	\$5,250	0.24%	
Payroll/Personnel	\$1,118,125	\$1,293,040	59.93%	Additional Teachers / Development
Miscellaneous	\$1,000	\$1,000	0.05%	
Athletics	\$33,003	\$41,400	1.92%	
Financial Aid	\$5,000	\$5,000	0.23%	
Board Reserves	\$5,000	\$5,000	0.23%	
Student Services	\$37,900	\$37,900	1.76%	
Auxiliary	\$309,195	\$286,428	13.27%	
Expansion	\$35,000	\$50,000		
<b>TOTAL EXPENSE</b>	<b>\$1,955,982</b>	<b>\$2,157,678</b>	<b>97.68%</b>	
<b>NET</b>	<b>\$41,000</b>	<b>\$14,253</b>		

## Old Business

- a. Athletic Logo process kicked off. Timberline Team engaged. Bringing the committee back together (Josh, Dan, Justina, Julie and Jason) to complete the brand guide.
- b. Transparency and Reporting to our Community (Parents, Community, Alumni) (purpose: vision casting to community, awareness of current events)– brainstorming ideas: communication process, newsletter, annual report, townhalls, closed meetings, social media, staff presentation, admin presentation, etc. Discussion re promo video (Hillsdale) – Lee helping April with an overall development plan. That includes marketing.

- c. Follow up on Parent Volunteer Group (formerly Fan Club, could be called Parent Council or similar, could fulfill functions like opening night, coordinate volunteers, teacher appreciation, etc.) – Could live in Advancement Committee?

## **20. New Business**

- a. Pack Teacher Gift Bags

## **21. Parking Lot Items**

## **22. Meeting Adjournment**

Respectfully submitted,

Tim Martin