



GRANVILLE
CHRISTIAN
ACADEMY

GCA BOARD REDACTED MINUTES

January 8, 2024

6:30 PM

Closed Meeting

1. **Call to order** was made by Dan Keiser.
2. **Roll Call** – Leah Latshaw, Tim Martin, Percella Gualtieri, Steve Hitchcock, Dan Keiser, Brad Pilkington, Clay Jenkins, Debbie Patton, Head of School Josh Sexton.

3. **Prayer and Devotion** – Percella Gualtieri

Percella read a gracious thank you letter from Pastor Gary Kirkpatrick addressed to the GCA board. The shared devotion was based upon the book "[The Insanity of Sacrifice](#)", Authors: Nik Ripken with Barry Stricker, explaining the role sacrifice plays in the life of every follower of Jesus Christ. Individuals and families are challenged to embrace sacrifice as their daily offering to God. It is through offering ourselves that we mirror the nature of the Father who gave His only Son to be crucified, and the nature of the Son who gave His very life to save sinners. Believers are called to share the message that the purpose of God is to seek and save the lost. For the GCA board, that includes students, parents and our community.

4. **Prayer Requests**

(Prayer Cards were Rotated)

5. **A motion to approve the minutes from the meeting on December 11, 2023 was made by Brad Pilkington and seconded by Debbie Patton. The vote to approve the motion passed.**

6. **Enter votes from December 11, 2023 meeting into the record:**

None

7. **Enter email votes into the record:**

None

8. **Student Leadership Presentation** – None

9. **Faculty Presentation** – None

10. **Administrative Presentation** – None

11. Financial Report

- a. Financial report
- b. See attached

12. Approve financial report – Motions and Vote

- a. **A motion to approve the financial report was made by Percella Gualtieri and seconded by Leah Latshaw. The vote to approve the motion passed.**

13. Finance Committee

- a. Clay Jenkins, Chair
- b. The motion from the Finance Committee to approve the Preliminary Budget report from the Head of School was sent to the Board for a vote to approve.
- c. **The vote to approve the motion for the preliminary budget was approved.**

GCA School Board Meeting
Treasurer's Report

Financials are for period ending November 2023

Cash Review

- Total Cash on hand was **\$973,401**
- We have designated and restricted assets of **\$855,052**
- Leaving us with **\$118,349** of operating cash available

Income Statement Summary

	November			2023-2024		
	Actual	Budget	Var to Budget	Actual YTD	Budget YTD	Var to Budget
Total						
Income	\$302,651	\$307,941	(\$5,290)	\$1,098,228	\$1,132,702	(\$34,473)
Expenses	\$232,154	\$240,292	(\$8,138)	\$1,141,884	\$1,159,508	(\$17,624)
Subtotal	\$70,497	\$67,649	\$2,848	(\$43,655)	(\$26,806)	(\$16,850)
Capital Expenditures	\$0	\$0	\$0	\$3,733	\$0	\$3,733
Net Operating Income	\$70,497	\$67,649	\$2,848	(\$47,388)	(\$26,806)	(\$20,583)

* Income Statement is restated after adjustment by external accountants to pull 5th Street Gym renovation expenses from fund balance instead of operating income. Cash review figures has not yet been updated to reflect this restatement.

Finance Committee Notes

- Met on January 3. Attendees: April Dusthimer, Clay Jenkins, Leah Latshaw, Dan Keiser, Josh Sexton, Jason Stump.
- Reviewed financials through November. Key notes:
 - \$70K positive net income in November as EdChoice, Jon Peterson scholarship, and AdCoRe funds came in from the state.
 - YTD net income is within \$21K of budget.
 - November update reflects adjustment by external accounts to pull 5th Street Gym renovation expenses from fund balances rather than the Capital Expenditures portion of the income statement.
- Reviewed preliminary 2024-2025 budget
- A motion to approve the preliminary 2024-2025 budget was made by Clay Jenkins and seconded by Leah Latshaw. The motion will be carried into the January 8th Board meeting.

14. Education Committee

- Percella Gualtieri, Chair (new role effective Jan 8, 2024)
- Did not meet

15. Advancement Committee

- Debbie Patton, Chair
- SGO fund has \$20k so far, not including a few personal checks! Deadline to give is April 15.
- \$4500 donation was made by a company and then matched by a GCA family totaled a \$9000 donation for non-operational.

- d. The 2024 Auction committee began meeting. The theme is Italian food and décor.

16. Facilities Committee

- a. Dan Keiser, Chair
- b. Continued work and coordination for the new building project.
- c. Meetings will be held January 17 and 18, 2024 with 4 Contractors to interview for bids on the new building project. This is to reduce time vs. a longer traditional approach.

17. Board Development Committee

- a. Brad Pilkington, Chair
- b. Did not meet
- c. Brad has an application in hand and will be meeting with the board candidate prior to the next board meeting.
- d. Brad suggested we postpone our January retreat meeting and decide if we need to reschedule in February only if needed.
- e. **The vote to approve postponing the January Retreat was approved.**

18. Administrator Report - Josh Sexton, Head of School

- a. See attached (Please note that Townhall Meetings and GCA email communications are excellent resources for information for key topics.)

19. Old Business

- a. Athletic Logo Committee met with Timberline, offered suggestions/comments, and are waiting for next pass. We are pausing and preparing for roll out which requires proper timing and budget.
- 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.
- 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? Or Executive Committee
- d. Review Emergency Succession Plan

- e. Exec Committee to Review Policy 3.4 and Lee and Leah
- f. Plan for getting 3-month reserve in place by Finance Committee
- g. Exec Committee to Review Language of Policy 4.3
- h. Exec Committee to Review Language of Policy 4.4.10, 15, 16 – refer back to Policy 2.1.10
- i. Exec Committee to Review Language of Policy 4.5.4
- j. Facility (5th Street Gym) Use by outside entities

20.New Business

- a. Set and agree on new Tuition Rates for 2024-25 School Year

21.Parking Lot Item

- a. Expand the list of colleges in the front lobby to properly reflect the accomplishments of our students (7.6.2020) – In process
- b. Provide parent education and resources to connect to core values and philosophy of education (7.25.2020)

22.Meeting Adjournment

Respectfully submitted,

Tim Martin