



GCA BOARD REDACTED MINUTES

July 8, 2024

6:30 PM

Closed Meeting

1. **Call to order** was made by Leah Latshaw.
2. **Roll Call** – Jennifer Clifford, Percella Gualtieri, Steve Hitchcock, Leah Latshaw, Tim Martin, Brad Pilkington, Head of School Josh Sexton, Joe “Grizz” Smith, Sean Smith
3. **Devotion** – Leah Latshaw

The GCA Philosophy of Education goal of engendering Servant Leadership in the lives of students applies to GCA Board members in that they (we) should exemplify this characteristic. See Phil 2:3-7. Leah explained that the roles of bees in a hive colony illustrate principles of servant leadership. A physical case was shared with the board members that contained live worker, queen, and drone bees. The queen (reproducing and managing) and worker (gathering and building) roles were described in more detail how their work provided servant leadership for the hive colony. See Luke 22:25-26 where Jesus says “the one who is the greatest among you must become like the youngest, and the leader like the servant.”

Prayer Requests

4. **Prayer** – Percella Gualtieri
5. **A motion to approve the minutes from the meeting on June 10, 2024 was made by Joe Smith and seconded by Percella Gualtieri. The vote to approve the motion passed.**
6. **A motion to approve the minutes from the special virtual meeting on June 18, 2024 was made by Joe Smith and seconded by Sean Smith. The vote to approve the motion passed.**
7. **Guest Presentation (Student, Faculty, Administration) – none**
8. **The 2024 Annual meeting**
 - a. **Forms & Policies:**
 - i. Conflict of Interest
 - ii. Leadership Agreement
 - iii. Statement of Faith
 - iv. Lifestyle Statement
 - v. Confidentiality Agreement

- vi. Foundational Documents
- vii. Whistleblower Policy
- b. **A motion to nominate Sean Smith as board Treasurer was made by Leah Latshaw and seconded by Brad Pilkington. The vote to approve the motion passed.**
- c. **A motion to approve the following slate of board officers was made by Joe Smith and seconded by Percella Gualtieri. The vote to approve the motion passed.**
 - i. Leah Latshaw, Chair
 - ii. Brad Pilkington, Vice Chair
 - iii. Tim Martin, Secretary
 - iv. Sean Smith, Treasurer
- d. **A motion to approve the following slate of corporate officers was made by Leah Latshaw and seconded by Brad Pilkington. The vote to approve the motion passed.**
 - i. Josh Sexton, President
 - ii. Jason Stump, Treasurer
 - iii. Jason Stump, Vice President
 - iv. Brice Kauffman, Secretary
- e. **A motion to add Leah Latshaw and remove Dan Keiser as signers on bank accounts was made by Steve Hitchcock and seconded by Tim Martin. The vote to approve the motion passed.**
 - i. Current: Josh Sexton, Dan Keiser, Jason Stump, Phil Hubbard (Athletic Account Only), Brad Pilkington
 - ii. Add: Leah Latshaw
 - iii. Remove: Dan Keiser
- f. **Leah Latshaw as Board Chair, appointed committee chairpersons as follows:**
 - i. Finance Committee: Sean Smith
 - ii. Education Committee: Percella Gualtieri
 - iii. Advancement Committee: Steve Hitchcock
 - iv. Board Development Committee: Brad Pilkington

9. Finance Committee Report Sean Smith, Chair

- a. Financial report (submitted by Clay Jenkins)

GCA School Board Meeting
Treasurer's Report

Financials are for period ending May 2024

Cash Review

- Total Cash on hand was **\$450,413**
- We have designated and restricted cash funds of **\$418,308**
- Leaving us with **\$32,105** of operating cash available

Income Statement Summary

	May			2023-2024		
	Actual	Budget	Var to Budget	Actual YTD	Budget YTD	Var to Budget
Total						
Income	\$284,459	\$264,151	\$20,308	\$2,778,207	\$2,808,087	(\$29,880)
Expenses	\$254,522	\$257,567	-\$3,045	\$2,515,603	\$2,636,961	(\$121,358)
Subtotal	\$29,936	\$6,584	\$23,353	\$262,604	\$171,126	\$91,478
Capital Expenditures	\$41,524	\$0	\$41,524	\$116,465	\$0	\$116,465
Net Operating Income	(\$11,588)	\$6,584	(\$18,171)	\$146,139	\$171,126	(\$24,987)

Finance Committee Notes

- Committee did not meet in July due to holiday/school closure.
- May's negative net income was positive at \$29,936 prior to the recognition of \$41K in capital expenditures. These were pre-purchase expenses associated with the blue building, including architectural design, traffic study, and building permit.
- The final YTD income will be lower than the \$146,139 through May, as expenses are incurred in June with no tuition revenue recognized.
- The cash position is reduced from prior months due to the application of \$605,999.79 at the closing on the blue building.

b. A motion to approve the financial report was made by Joe Smith and seconded by Brad Pilkington. The vote to approve the motion passed.

10. Education Committee Report (Percella Gualtieri, Chair)

11. Advancement Committee Report (Steve Hitchcock, Chair)

12. Board Development Committee Report (Brad Pilkington, Chair)

13. Administrator Report (Josh Sexton, Head of School)

a. (see attached)

14. 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 – Will be in place by early June
- 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

15. New Business

- a. Review budget (Josh Sexton)
 - i. (see attached)
- b. Annual board calendar & schedule of devotions
 - i. (see attached)
- c. Reminder: deadline to register/pay for board dinner is Monday 7/15
- d. Welcome back gift for teachers
- e. Facility Use Agreement
 - i. **Board members received copies of the proposed in-process changes to this agreement between SHBC and GCA and were asked to review, ask Josh Sexton questions, if necessary, via email and be prepared to respond to an email called vote to approve by end of day Friday, July 12, 2024.**

16. 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)

17. Meeting Adjournment

Respectfully submitted,

Tim Martin