

**Hillcrest Christian School
Board of Directors Meeting Minutes
January 14, 2008**

Members Present: Melissa Dundas (MD)
 Mark Wiemann (MW)
 Doug Hume (DH)
 Rick Stabile (RS)
 Greg Regier (GR)
 Cary Williams (CW)
 Kathleen Brooks (KB)

Staff Present: Head of School Stephen Allen (SA)

Meeting was called to order and opened in prayer by DH at 5:20 p.m.

Review of Minutes: Following review and discussion, motion to approve the proposed minutes of the December 19, 2007, meeting was duly made, seconded, and unanimously approved.

Financial Report: The financial report was deferred to the February meeting of the Board.

Head of School Report and Policy Review: SA presented a report to the Board and updated the Board regarding items dealing with the accreditation visit, administration, Board communication, development, enrollment, facilities, and finances.

Old Business:

Board Responsibility Statement. The Board discussed the need for a written policy for everyone to sign stating that they understood and agreed to the policies contained in the school's policy manual. GR was asked to prepare and circulate a proposed board responsibility statement prior to the next meeting so that the statement could be approved at the next meeting.

New Policy. GR presented a proposed amendment to Policy No. 3.6.1 stating that Board members are allowed no more than four (4) absences from meetings per year. A motion to approve the amendment as presented was moved, seconded, and unanimously carried.

Board Communications. The Board discussed the need for a new policy related to Board discussions outside of official Board meetings. Following discussion, it was agreed that the matter would be further discussed at the February meeting of the Board, with an eye toward developing a new Policy 3.5.4 to address this issue.

Capital Campaign Cost Analysis. MW presented to the Board a cost analysis prepared by RCI Builders related to the proposed capital campaign. The Board agreed that it would review the analysis. GR stated that he would be having an informal meeting with the Thousand Oaks Parks and Recreation Department prior to the February meeting. It was discussed that the Board would await a report from this meeting and further discuss the capital campaign at the February meeting of the Board.

Fingerprinting of Board Members. The Board requested that MW and GR complete their fingerprinting prior to the February meeting of the Board.

Insurance Quote. The Board deferred discussion of a new insurance quote for the school to the February meeting of the Board.

Next Meeting: The next meeting was scheduled for Thursday, February 21, 2008.

Motion to adjourn at 7:00 p.m. M/S/C.