

**Hillcrest Christian School  
Board of Director's Meeting Minutes  
November 14, 2007**

Members Present: Melissa Dundas (MD)  
Mark Wiemann (MW)  
Greg Regier (GR)

Not Present: Rick Stabile (RS)  
Doug Hume (DH)  
Cary Williams (CW)

Staff Present: Head of School Stephen Allen (SA)  
Business Manager, Don Meyers (DM) –short portion

Meeting was called to order and opened in prayer by SA at 1:12pm

**Minutes review:** Following discussion the board tabled the approval of the minutes of the October 28, 2007 meeting to the meeting scheduled for November 27, 2007. Mark Wiemann was the only member present at the previous meeting.

**Board Member Interview:** Kathleen Brooks was unable to attend this meeting for an interview. She will be attending the meeting of November 27, 2007.

**Head of School Report:** SA presented a report to the board, which included suggested 'family chat' dates. January 14<sup>th</sup> was decided as the date the board would hold an open question and answer session with the parent body.

The matter of an outstanding contract was discussed as well as a letter that DM proposed sending regarding the current status of the contract. Discussion followed and MD recommended that we have clarified information from DH regarding his conversation and follow up rather than sending the letter out at this time.

**Capital Campaign Presentation:** MW presented the board with information regarding his meeting with contractors, Amir Soudani and Rick Lloyd, and the potential cost of the capital campaign. Amir suggested that HCS should work as the general contractor with the help of his company and himself to secure sub-contractors. Discussion followed.

**Special Report by Steve Rice:** MW asked Steve Rice to speak with the BOD regarding the capital campaign and cost estimate. Steve is a general contractor and has built several buildings similar to our potential gym and adjoining classrooms. Steve will provide a cost estimate to the board by December 1, 2007, pro bono. The estimate should fall within 2%-8% of the actual cost.

**Next Meeting:** The next meeting was originally scheduled for November 28, 2007, will be changed to November 27, 2007 at 1:00 due to scheduling conflicts with board members.

Motion to adjourn at 3:48pm. M/S/C

Submitted by Melissa Dundas