

**Hillcrest Christian School
Board of Directors Meeting Minutes
December 9, 2009**

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

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

Meeting was called to order and opened with prayer by DH at 2:15 p.m.

Review of Minutes: Motion to approve the minutes of the November 18, 2009, meeting of the Board was made, seconded and unanimously approved.

Financial Report: RS and MW stated that no direct inspection activities have been undertaken thus far. RS and MW were asked to report further to the Board at the January meeting.

Head of School Report: SA presented and discussed a written report to the Board regarding items involving administration, development, enrollment, events, finances, and personnel. With regard to audit preparation, a motion was made, seconded and unanimously approved and the Board further directed SA to ensure that each year's agreement with the auditor contain a designated deadline for completion of the audit and delivery to the Board on or before October 1st of each year.

Statement of Faith Discussion: The status of the Statement of Faith was discussed. RS, DH and GR are to meet prior to the next meeting of the Board to finalize and present a revised draft to the Board on or before January 15, 2010 for discussion at the January meeting of the Board.

PFA Guidelines: Draft PFA Guidelines were presented to the Board for review. SA and KB are to review the draft and provide a final draft to the Board for review on or before January 15, 2010, for discussion and approval at the January meeting of the Board.

Proposed Rock Lease: The proposed lease for The Rock Church was discussed. RS requested a February 1, 2010, extension of time so that the lease could be finalized. Motion was made to extend the current lease to February 1, 2010, to allow for the new lease to be finalized and approved. Motion was carried with RS and MW recusing themselves from the vote.

Acceptance of Monitoring Report for Policy 3.6: Motion to accept the monitoring report was made, seconded and unanimously approved.

Development Newsletter: GR presented a report related to development. GR was asked to present concepts at the next Board meeting for further discussion.

Connecting with the Board 1/26/10: The Board requested that SA place a blurb in all January newsletters to inform parents of this meeting.

Auditorium Remodel – MD updated the Board on the auditorium remodel. Contracts have been signed on the remodel with the goal that the remodel starts approximately December 19th.

Alumni Progress: KB presented an update to the Board on compiling alumni information. KB to present an update at the January meeting of the Board. The Board asked RS to look into Twitter.

Monitoring Report for Policy 4.0 and 4.1: Motion to approve monitoring reports was made, seconded, and unanimously approved. Following this item DH excused himself from the meeting.

Proposed Budget: The Board next discussed the revised proposed budget. Following discussion, MW made a motion to accept the budget as proposed based on decreasing the line item for Board training to \$500. GR seconded. Motion passed.

Acceptance/Designation of Donation: The Board gladly accepted a generous donation to the school. Per the donor's request, 25% of the donation was designated by the Board to financial aid, with the remaining 75% to be held in a monitored account and not used or distributed without express Board approval.

The next meeting of the Board is set for January 21, 2010, at 2:00 p.m. Motion to adjourn at 4:35 p.m. M/S/C.

SA closed in prayer.