

OSCS Board Meeting Minutes

July 6, 2016

Members Present: David Thompson, Joe Thompson, Kim Carter, Bridget Dangel, Laura Brooks

Principal: Abbie Freeman

Past Principal: Jenn Flores

Guest: Ted Pioquinto of Pribramsky & Co. CPA Firm

5:10 pm Dave called meeting to order.

- A) Budget: Ted Pioquinto from Pribramsky & Company answered various questions regarding the financials and the 2016-2017 budget. Joe expressed some concern over the possibility of a tightening of the budget when the principal payments begin on the new capital improvements loan, which will be after the first year of interest only payments. Laura said that we should do as many fundraising events as possible to work toward paying off the loans. Laura motioned to approve the budget for 2016-2017. Joe seconded the motion. Motion passed.

Ted reminded the board that the annual audit is coming up. Jenn said that she hasn't received a date for the audit to begin yet, but that it is normally done in late September or early October. Ted advised Abbie to prepare for the audit early and to get Jenn's help while she is still here since Jenn knows what the usual requests are.

- B) Abbie updated the board on the progress of the banking changeover to Centennial Bank. She said the process is going smoothly and added that the signature cards need to be signed. Bridget motioned to have the following authorized signers on file for the Centennial Bank account(s): Abbie Freeman, David Thompson, Ariel Poholek, and Kim Carter (as an emergency back-up signer) Laura seconded the motion. Motion passed.

An additional motion was made by Laura to have Dave and Ariel sign the loan documents. Joe seconded the motion and the motion passed.

- C) Gates: Discussion ensued as to whether replacing the fencing on the former marine lab area (under the building) is necessary. The board members present and Abbie and Jenn all went to physically look at the fencing, the entry gate area at the road, and the storage area. Dave said that while it isn't in the best of shape, the fencing on the enclosed area under the building doesn't appear to need to be replaced right away. Bridget motioned to accept Guardian Fence Company's bid, which does not include the fencing under the building, for \$9,800.00 (ninety eight hundred dollars). Dave seconded the motion. Motion passed.

- D) Jenn went over her accrued vacation days remaining. She said that she took as much time off as she possibly could, but has discussed the matter with Abbie and agreed to work the rest of this week and then begin her vacation time while also being available on an “on call” consulting basis if needed for Abbie’s transition for the remainder of July, so as to not strain the budget. Dave motioned to approve Jenn’s accrued vacation days owed (documentation on file in 7/15/16 payroll file) and to allow Jenn to act as an “on call” consultant at Abbie’s discretion for the remainder of July at the rate of \$27.00 (twenty seven dollars) per hour. Joe seconded the motion. Motion passed.
- E) Abbie updated us on the HVAC situation. She talked to landlord, Steve Hansen, who she said seemed favorable to changes needed for the addition of air conditioning in entry area. She also said that Rex Air came in and looked at the a/c situation in the front and will write up a quote.
- F) Jenn officially thanked OSCS for her years as the school’s principal and said that she will miss it very much.

Dave motioned to adjourn at 6:49. Kim seconded the motion. Motion passed.

Respectfully submitted by: Kim Carter