

Convened at Muddy Creek Charter School

Inavale Community Partners Board Meeting called to order at 7:10pm

The next Board meeting will be on Thursday, June 10. Please mark your calendars.

Present: Morning McCreary, Tanya Freeman, Anita Grunder, Erik Swartzendruber (notetaker), Kriste York, Dan Hays (Arrived at 8:40)

Summary of Vote(s) of this Meeting:

- **Motion to appoint** Kriste York to complete the position formerly held by Kathleen Westly on the ICP board. (Morning), second (Tanya), passed 5,5,5,5.
- **Motion to appoint** Morning McCreary and Anita Grunder to renew their terms on the ICP Board. (Tanya), second (Erik), passed 5,5,5 (recused: Anita and Tanya).
- **Motion to accept** the revised bylaws of June 10, 2010. (Tanya), second (Morning), passed 5,5,5,5,5.
- **Motion to accept** Payton's offer to set up an ICP website separate from the MCCS website, but linked to the MCCS website. (Anita), second (Tanya), passed 4,5,5,5,5

Annual Report: The board expressed gratitude to Dan and Gretchen for preparing the Annual Report:

Meeting Minutes Approval: Reviewed the minutes of June 3, 2010. Two sentences to be deleted referring to the number of candidates in the pool in the "4/5 hiring status" section. **Motion to approve** the minutes of June 3, 2010 as revised regarding hiring. (Anita), second (Morning); passed 5,5,5,5.

Reviewed the minutes of the closed session of June 3, 2010. **Motion to approve** the minutes of the closed session meeting of June 3, 2010. (Morning), second (Tanya), passed 5,5,5,5.

Review of Board Membership: The board reviewed the list of board positions and terms, which are staggered. The board discussed "Directors and Officers" liability insurance. **AI-1: Kriste** to contact PACE about D and O insurance.

Anita said she is satisfied that Kriste York has met the requirements for joining the ICP Board. Other board members expressed their enthusiastic support. **Motion to appoint** Kriste York to complete the position formerly held by Kathleen Westly on the ICP board. (Morning), second (Tanya), passed 5,5,5,5.

Other board members with expiring terms were reappointed. **Motion to appoint** Morning McCreary and Anita Grunder to renew their terms on the ICP Board. (Tanya), second (Erik), passed 5,5,5 (recused: Anita and Tanya). The officers will remain the same. **AI-2: Anita** to send the Board Membership Chart to Erik to attach to the minutes.

Conflict of Interest Forms: Board members read and signed conflict of interest forms.

Review of Bylaws: (began at 7:35) Anita presented the ICP Bylaws with several changes, including changing the address to the MCCS address, changing the regular meeting to the first Thursday of every month, and changing the wording of the voting process for new members. **Motion to accept** the revised bylaws of June 10, 2010. (Tanya), second (Morning), passed 5,5,5,5,5. **AI-3: Anita** to give Erik a hard copy of the bylaws and an e-copy to other board members.

ICP Website: The board discussed Payton's proposal to have a website separate from the MCCS website. **Motion to accept** Payton's offer to set up an ICP website separate from the MCCS website, but linked to the MCCS website. (Anita), second (Tanya), passed 4,5,5,5,5. **AI-4: Kriste** to contact Payton about approval of the ICP website.

ICP Corporate Renewal: The board discussed corporate renewal. **AI-5: Anita** to send the renewal letter after getting a check from Morning.

Unresolved Tax Issue: ICP has received several letters from the IRS stating that we are non-compliant for the first half of 2008 taxes. ICP has twice sent a letter to the IRS stating that ICP had no employees and no income during that period. **AI-6: Anita** to respond to the IRS again stating that ICP had no employees or income during the first half of 2008.

Board Review: The board discussed results of the board review. Only 2 community surveys were returned. Anita suggested using the board review as part of a summer planning/visioning process. **AI-7: Morning** to send a copy of the compiled Board Review information to Erik to attach to the minutes.

Review of 4/5 Hiring Process: The hiring committee was unable to come to consensus on hiring from the pool of candidates. It was decided to reopen the position. Previous candidates can stay in the pool if they desire. The board has decided to substitute Kriste for Tanya on the hiring committee.

Graduation: The board discussed thank you gifts for past board members. The board will get a gift certificate in the amount of \$30 out of ICP funds to Payton for extraordinary and long service to the community. The board discussed a dinner for former and present board members sometime this summer.

Treasurer's Report: Only activity was \$40.00 from the ICP account to pay for a MCCS credit card expense.

Review of Action Items: The list was reviewed and many items were removed from the list.

Meeting adjourned at 9:00pm.

Minutes taken by Erik Swartzendruber and submitted and filed by same.

Calendar:

July 12: Renewal Committee meeting
July 13: Policy and Procedure work session
July 15: Board Meeting
July 29: Board Meeting

Table of 509J attendance: June 21, Tanya.

CONSOLIDATED LIST OF ACTION ITEMS:

Carry-over from Minutes of April 29th:

AI-6: Christine to make suggested revisions to Procedure 1 “Procedure for Creating, Modifying, and Storing Policies, Procedures, and Important Documents” and hand off to Erik to see through the process of passing.

Carryover from the Minutes of May 6, 2010:

AI-1: Morning to order ICP checks.

Carryover from the Minutes of June 3, 2010:

AI-3: Dan to direct Gretchen to correct any discrepancies on the website regarding numbering of policies and procedures, and to include the Building Use Request form on the website.

New from the Minutes of June 10, 2010:

AI-1: Kriste to contact PACE about D and O insurance.

AI-2: Anita to send the Board Membership Chart to Erik to attach to the minutes.

AI-3: Anita to give Erik a hard copy of the bylaws and an e-copy to other board members.

AI-4: Kriste to contact Payton about approval of the ICP website.

AI-5: Anita to send the renewal letter after getting a check from Morning.

AI-6: Anita to respond to the IRS again stating that ICP had no employees or income during the first half of 2008.

AI-7: Morning to send a copy of the compiled Board Review information to Erik to attach to the minutes.

Summer Task List:

- Compile a confidential notebook of all interview questions to be archived in locked file cabinet in ED’s office.
- Create the Staff Handbook.
- Charter Renewal Committee to follow up on the breach of contract issue(s) to make sure our contract is consistent with the law regarding compliance issues (ODE & TSPC).
- Create a goal-setting form for the ED review and circulate draft for Board input.