

Madison Creative Arts Academy Meeting Minutes
Tuesday September 25, 2018

attendance:

Darren Webb, President	Demetrius Rice(A)	Janna Barrs, Executive Director
	Chad Arnold	Andrea Krell, Assistant Principal
Sarah Pike, Secretary	Suzi Hardee	Rhonda Gore, Office Manager
Lindsey Lawson, Treasurer	Kim Brandies	Jennifer Harper, CFO
TJ Jones(A)	Kyle Whitaker (A)	

- I. Call to Order and Prayer - The meeting was called to order at 5:31 PM by Darren Webb and opened with prayer by Andrea Krell.
 - a. Public Comment - None
 - b. Reading and Approval of August Minutes - A motion was made by Suzi Hardee to approve the September 4, 2018 minutes as amended. A second was made by Chad Arnold. The motion passed unanimously.
 - c. Amendments to Agenda
- II. Chairman Report
 - a. Financial Audit Report- James Moore sent two representatives to present the financial audit. Overall it was a clean audit with only two minor recommendations. A motion was made by Suzi Hardee to accept the audit report as presented. A second was made by Lindsey Lawson. The motion passed unanimously.
- III. Finance
 - a. Current Enrollment Status-currently at 308
 - b. Current Financials - Jennifer Harper presented August Financials. Everything is in line with the previous year and previous month. A motion was made by Sarah Pike to accept the August Financials and a second was made by Suzi Hardee. The motion passed unanimously.
 - c. Status of Reserve and Club Accounts - no change
 - d. Beta Club Fundraiser - Andrea Krell presented two proposed fundraisers. On October 26, 2018 they will hold a yearbook signing party. A hat day fundraiser will happen at a later date. Suzi Hardee made a motion to approve the Beta Club Fundraisers. A second was made by Chad Arnold. The motion passed unanimously.
 - e. PAT Club Fundraiser - Fall Festival will be held on November 2, 2018 at the Rec Park from 4:30-6:30.
 - f. 8th Grade Christmas Tree Sale - 91 trees and 35 wreaths were ordered.
- IV. Facilities
 - a. Erosion - Millings will be brought in to keep cars from dragging on sidewalk.
 - b. Portable Building - The portable building for the storage of the mower and supplies has been purchased and is in place.
- V. Nominating Committee
 - a. VP Appointment - tabled to next meeting

- VI. Executive Director Report
 - a. MCAA Student Handbook - Wiregrass has agreed to print the handbooks for 2.55 per handbook plus a \$30 set up fee. A motion was made by Suzi Hardee to accept the Student Handbook as presented. A second was made by Kim Brandies. The motion passed unanimously.
 - b. Doughnuts and Sausage with Dad - Scheduled for tomorrow September 26, 2018
- VII. Building Committee
 - a. USDA Underwriter Recommendation - A meeting was held on September 18, 2018 with Steve Small who is with Capital Resource Advisors (CRA) to discuss an agreement for him to be engaged to provide investment banking, fiscal advisory and consulting services for a USDA loan application package for its proposed school project. The school project would either involve an expansion and renovation of the current school or relocation and new build. Project costs should not exceed 4 million. The agreement would involve a \$6000 retainer due at the time of signing the agreement. Then 2% of the total amount of loans less the \$6000 would be due at loan closing. A motion was made by Suzi Hardee to engage Steve Small with CRA to provide investment banking, fiscal advisory, and consulting services for a USDA loan application package for its proposed school project. A second was made by Kim Brandies. The motion passed unanimously.
- VIII. Teacher Representative
 - a. Beta Club State Convention Request - Andrea Krell presented a request for the Beta students to attend the state convention on November 26-27th. The Beta Club funds would cover hotel expenses. A motion was made by Chad Arnold to allow the Beta Club members to attend the state convention. A second was made by Suzi Hardee. The motion passed unanimously.
- IX. Adjournment - Motion to adjourn was made at 7:17 by Suzi Hardee. A second made by Chad Arnold. The motion passed unanimously.
 - a. Next meeting will be held on Tuesday October 23, 2018 at 5:30 PM