

Madison Creative Arts Academy Meeting Minutes
Tuesday, February 26, 2019

In attendance:

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

- I. Call to Order and Prayer - The meeting was called to order at 5:30 PM by Darren Webb and opened with prayer by Darren Webb.
 - A. Public Comment - None
 - B. Reading of January Minutes - A motion was made by Suzi Hardee to approve the December minutes with the amendment of “Affirmation of 2018-2018 Budget” to “Affirmation of 2018-2019 Budget.” Second was made by Chad Arnold. The motion passed unanimously.
 - C. Amendments to Agenda
 - i. F. 2018-2019 Budget Adjustment/Amendment
 - ii. A. Science Fair Travel Request
- II. Chairman Report
- III. Finance
 - A. Current Enrollment Status - currently at 305
 - i. Open Enrollment
 1. 5K Notifications/Lottery – There were 47 applications for kindergarten. Of these, 15 have siblings who currently in attendance and 2 are children of Board members. These 17 families will be notified regarding placement, and a lottery will be scheduled with the district.
 2. All Other Grade Notification/Lottery – Classes are currently being monitored to determine possible retentions which would affect potential enrollments at each grade level for the coming year.
 - B. Current Financials - Barbara Townsend presented January Financials. A motion was made by Chad Arnold to approve the January Financials. A Second was made by Suzi Hardee. The motion passed unanimously.
 - C. Status of Reserve and Club Accounts – The transfer of funds in the amount of \$128,601.00 to the Reserve Account that was approved in January was completed.
 - D. PAT Club Clay Shoot – Rhonda Gore reported an approximate profit of \$14,589.
 - E. In House Accounting Needs – Barbara Townsend will be stepping down from her role as Book. A motion was made by T.J. Jones to accept the proposal for accounting services from Charles River CFO, Inc. which was presented. A second was received from Suzi Hardee. The monthly cost is

estimated at approximately \$900-\$1,100 to perform the payroll and the monthly close, both of which would be handled offsite. Heather Meyer would be available for visits to campus as needed, in which case additional expenses would be incurred. The total cost estimate is approximately \$15,000 annually, which falls in line with the amount currently budgeted for fiscal services. The motion passed unanimously.

F. 2018-19 Budget Adjustment/Amendment

IV. Facilities

- A. Plantation Propane Repair Bill – The repair bill received was \$129.00.
- B. Potholes in Driveway and Erosion to Parking Area – The repair work approved in January was completed.
- C. Fence – A quote was received providing 3 options for fencing across the front of the campus. School safety grants from the state will provide approximately \$10,000 towards the cost of the fence. Additional funds could be provided by the PAT Club.
 - i. Option 1: A combination of black chain link and ornamental steel at a cost of \$21,500.
 - ii. Option 2: A combination of black chain link and ornamental aluminum at a cost of \$13,000.
 - iii. Option 3: All black chain link at a cost of \$8,800.An additional quote in the amount of \$3,500 was received from C.M. Brandies, Inc. for the clearing and preparation required for the fencing. A motion was made by TJ Jones to select the black chain link and ornamental aluminum fencing for the front of the campus as well as the bid for clearing provided by C.M. Brandies. A second was received from Suzi Hardee. The motion passed unanimously.
- D. Floor Cleaning – A bill was received from Ricardo Fidel for the floor cleaning services provided in summer 2018.

V. Nominating Committee

VI. Executive Director Report

- A. District Furlough Days – The Madison County School Board has approved March 8 and May 24 as furlough days. No school will be held these days and transportation will not be available. Additionally, April 11 which was slated to be an Early Release day has been changed to a full school day.
- B. Proposed Calendar Changes - Ms. Barrs presented a proposal to hold a teacher workday on Friday, March 8, holding ALICE training by the Madison County Sheriff's Office for the teachers. Additionally, teachers would be doing Post Planning on Friday, May 24. A motion was made by Chad Arnold to accept the proposed revisions to the calendar and received a second by Kim Brandies.

VII. Building Committee - No Report

VIII. Teacher Representative

- A. Science Fair Travel Request – Andrea Krell presented a request for 5 students to travel to Lakeland, Florida, for the Florida State Science and Engineering Fair on March 26-29. TJ Jones made a motion to grant permission for the overnight travel. A second was received from Suzi Hardee. The motion passed unanimously.

IX. Adjournment - Motion to adjourn was made at 6:41 PM by Chad Arnold. A second was made by Kyle Whitaker. The motion passed unanimously.

- A. Next meeting will be held on Tuesday, March 26, 2019, at 5:30 PM.