

**Madison Creative Arts Academy Meeting Minutes**  
**Tuesday January 29, 2019**

**attendance:**

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

- I. Call to Order and Prayer - The meeting was called to order at 5:35 PM by Darren Webb and opened with prayer by Darren Webb.
  - A. Public Comment - None
  - B. Reading of December Minutes - A motion was made by Chad Arnold to approve the December minutes. Second was made by Kim Brandies. The motion passed unanimously.
  - C. Amendments to Agenda
    - i. III. D. Affirmation of 2018-2019 Budget
    - ii. VI. C. Strategic Plan
    - iii. Approval of November minutes
    - iv. A motion was made by Sarah Pike to approve the amendment to the agenda. A second was made by Suzi Hardee. The motion was passed unanimously.
    - v. Suzi Hardee made a motion to approve the November minutes as read. A second was made by Chad Arnold. The motion passed unanimously.
- II. Chairman Report - MCAA was notified by the Florida Department of Education that they meet the criteria for high-performing charter school.
- III. Finance
  - A. Current Enrollment Status - currently at 305
    - i. Open Enrollment - Starts 2/1/2019. Open Enrollment Policy stays the same as previous year with the exception to item 5.6 which changes the dates of the 2019-2020 enrollment dates. The policy will read:

5.6 Notwithstanding the above, for the 2019-2020 school year only, there shall be only four Open Enrollment Periods, running from the open of business on the first business day to the close of business on the last business day, which shall be as follows:  
First Open Enrollment Period: February 1, 2019 through February 15, 2019  
Second Open Enrollment Period: February 16, 2019 through March 1, 2019  
Third Open Enrollment Period: March 2, 2019 through March 16, 2019

Fourth Open Enrollment Period: March 17, 2019 through April 1, 2019

A motion was made by Suzi Hardee to approve the MCAA Student Admissions Process as amended for the 2019-2020 school year. A second was made by Lindsey Lawson. The motion passed unanimously.

- B. Current Financials - Barbara Townsend presented December Financials. A motion was made by Sarah Pike to approve the December Financials. A Second was made by Kim Brandies. The motion passed unanimously.
- C. Status of Reserve and Club Accounts -
  - i. Transfer of Funds to Reserve Accounts - A motion was made by Suzi Hardee to approve the transfer of \$128,601 to the reserve account. A second was made by Kyle Whitaker. The motion passed unanimously.
- D. Affirmation of 2018-2019 Budget - During the July 24, 2018 board meeting a forecasted budget was presented to the board for review. The board was waiting to hear from the auditors to see when the budget should be approved. With no findings in the audit there was no change to the budget. A motion was made by Sarah Pike to affirm/accept the forecasted budget as presented at the July 24, 2018 meeting of the MCAA Board of Directors and included in the January 29, 2019 financial packet as the 2018-2019 budget of record. A second was made by Suzi Hardee. The motion passed unanimously.
- E. 2017 Form 990 - Filed
- F. 8th Grade Washington Trip - The students will leave on 2/6/2019. Fundraising was a success. There will be a total of 61 parents and students going on the trip.
- G. Clay Shoot - Saturday 2/2/2019. There will be 24 teams participating.
- H. Beta Club Spring Dance - Request was made by the Beta sponsor to hold a Spring Dance Fundraiser on March 23, 2019. A motion was made by Suzi Hardee to approve the Beta Club Spring Dance Fundraiser. A second was made by Chad Arnold. The motion passed unanimously.

#### IV. Facilities

- A. Plantation Propane - There was damage to a gas line above the kindergarten classroom that resulted in a loss of 60% to one of the gas tanks. The company came out and repaired the line and filled back up the tank.
- B. Potholes in Driveway - There is a pothole near the water line by the fence that could cause potential damage to vehicles or people. The board received a proposal to put in millings to fill in potholes and build curve at the entrance off Hwy 90. A motion was made by Chad Arnold to accept the proposals to fix the potholes, put out millings, and to build a curve. A second was made by Suzi Hardee. The motion passed unanimously.

C. Fence - \$10,000 will come from a grant to help with the funding to put up a fence across the front of the school to secure the property. The school is getting quotes for different options.

V. Nominating Committee

A. Establish Annual Meeting Month - A motion was made by Chad Arnold to establish the June Board of Directors Meeting as the Annual Meeting. A second was made by Kim Brandies. The motion passed unanimously.

B. Establishment of Nominating Committee

i. 2018-2019

1. Vacancies Demetrius Rice, Lindsay Lawson, TJ Jones -

New members will be presented no later than the May meeting and will be voted on at the June Annual meeting.

New members will start at the July meeting.

2. Appoint committee to fill vacancies - A motion was made by Sarah Pike to appoint TJ Jones, Lindsey Lawson, Demetrius Rice, Marilyn Blair, and Brian Townsend to the nominating committee. A second was made by Kyle Whitaker. The motion passed unanimously.

3. Nominations Approved at Annual Meeting

ii. 2019-2020

1. Establish a Month to Form Committee

VI. Executive Director Report

A. District Concerns

B. Accreditation - Will start focusing on developing a strategic plan.

VII. Building Committee - No Report

VIII. Teacher Representative - No Report

IX. Adjournment - Motion to adjourn was made at 8:23 PM by Sarah Pike. A second was made by Suzi Hardee. The motion passed unanimously.

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