

Quest Academy
District #4182
Board Meeting Minutes – Special Meeting
Thursday, January 20, 2011 – 3:30 p.m.
Most Holy Trinity Catholic Church
3946 Wooddale Avenue S, St. Louis Park, MN 55416

Members present

Vickie Evans-Nash
Maija Freivalds
Lee Wignall
Tracey Peterson

Guest present

Amy Ketterman
Marie Williams

1. Call to order: Board roll call and meditation
2. Approval of the agenda – added Director Evaluation to agenda.

Motion made by Maija to approve the agenda, second by Lee.

3. Director's Report
 - a. School Closure Monday – the boiler is broken so we've closed school on Monday, January 24. This will be made up on March 18, which was originally a teacher work day.
 - b. We've enrolled 16 students since January 3.
4. Human Resources
 - a. Hiring of cook – we have not found a replacement cook, there will be no hot lunch services next week or until further notice and students will be required to bring a bag lunch. Parents were notified via email and phone.
 - b. Director Evaluation – we need an evaluation process for the director to receive feedback. Hoping to have something to present to the board in about a month.
5. Financials and Governance
 - a. John Cairns retainer – would be willing to work with us to help with reauthorization. The retainer is \$400/month for a six month retainer.

Motion made by Lee to approve John Cairns retainer, second by Vickie.

- b. Financials – spoke with CSC and do not recommend moving forward with them. They would buy our assets and they would own our future IDEAS payments and give us whatever was left over. Nothing has changed with the financials or budget as of the last meeting. If our options don't go through, we will come up with a contingent plan to make sure we make payroll and rent.

- i. CSDC - a rep will be in town next week. We should still meet with them and let them know what our position is. They've given us grace to not pay the remaining \$50,000 back. Its an informational meeting at this time.
- ii. Non Profits Assistance Fund – They are having a meeting at 4:00 p.m. this evening with our application in front of them. They should be able to give us \$50,000 and the loan would be closed next week. They have all of the documents needed to move forward. The last piece needed is the board resolution to move forward. They should have an answer for us by this evening.

Motion made by Lee to approve the resolution as presented, second by Maija.

- c. Innovative Quality Schools requires a \$500 application fee.
 - d. Pillsbury Application – we are in the process of working on the application. Vickie and Maija can contact Robbie for additional information needed with the applications.
6. Motion to adjourn and closing meditation