

# Geneva School of Boerne

113 Cascade Caverns Road, Boerne, TX 78015

## **Minutes Board Meeting January 19, 2017 Lyceum 6:03 pm**

### **Attendees**

Brad Ryden (arrived 6:15pm), Amy Metzger, Tiffany Smith, Karl Eggerss (arrived 6:15pm), Lacy Hall, Charlie Lunsford, Kevin Young (arrived 7:47pm), Karen Abell, Steve Drukker, Steve Griffey, Dave Tippit, Bret Wacker, Jody Goodman and Carrie Friesenhahn(arrived 6:15pm)

Prayer & Scripture – Steve Drukker – Ephesians 4

We prayed specific prayer requests along with prayers for the GSB students/families, administration, faculty, staff, community, board meeting and capital campaign.

Approval of Board Minutes – Steve Drukker moved to approve Board Meeting Minutes as submitted by Lacy Hall. Dave Tippit 2<sup>nd</sup> All in favor. Motion carried. Minutes approved.

Head of School Report – Brad Ryden

1. Enrollment 2016-2017= 687 students. Applications for Admissions chart (December, 2012 – Present) and Open House Attendance chart (2013-Present) were reviewed.
2. Update given on Tuition Delinquency Report.
3. Four grants proposals were funded this year thru the Teacher Academic Grant (TAG) program.
4. A draft of a sabbatical proposal for Jessica Gombert was given to the board. Reviewed Senior Administration Sabbatical Policy and discussed working to fund future sabbaticals thru operations (discussion to review and update policy and discuss funding via operations has been moved to the retreat agenda). Board members have been asked to donate to the fund for Jessica's sabbatical. Board members are to inform Amy this week of their donation. Carrie Friesenhahn made a motion in favor to approve Jessica Gombert's sabbatical. Steve Drukker 2<sup>nd</sup>. All in favor. Motion approved.
5. Appendix A - College Acceptances, Class of 2017
6. Appendix B – Campus Map (Spring, 2017)

#### Development Committee – Steve Drukker

1. Elizabeth Kupferschmid is the lead for Sr. Thesis judges. Speaker/Topic will be out soon and committee requests any suggestions for potential judges.
2. Committee is following up on potential Rhetoric scholarships and will do due diligence by speaking with Athletic Director, Rob Shelton, Financial Aid, GCL, etc before bringing any suggestions to the board.

#### Capital Campaign Committee – Steve Griffey

1. The Focus Group presentation was given to those board members able to attend. Each board member was given a Campaign Assessment Report.
2. Reviewed Campaign Assessment Report (pg 29 specifically) showing the break down of a 30-month plan to start immediately. Goals include: raising \$ to finish Phase II, set up an executive campaign and campaign steering committee, a thanking/listening time and in 2018 Phase III silent campaign with top tier.
3. The Focus Group is staking their reputation that they can raise the funds. They will train Capital Campaign Manager.
4. Motion to move forward with and hire The Focus Group to work the 30-month campaign timetable was made by Steve Drukker. 2<sup>nd</sup> Jody Goodman. Discussion. Vote: 10 for and 1 abstain. Motion passed.
5. Hope to have land deal number before next meeting. Once have number will have about 3-4 months to secure money and do a feasibility study before closing.

#### Finance Committee – Karl Eggers

1. Board provided with Balance Sheet Summary for 12/31/2016.
2. Discussed possible land purchase, no debt policy and cash reserves. Cash reserves policy says we can't go below 12%. Need to address if we go and how far below 12% we could go based on Buckalew's comfort/suggestion on using reserves for land purchase.
3. The Finance Committee is comfortable with some debt on a case-by-case basis especially for I-10 access or one-time unique opportunities.
4. Next month the Finance Committee will come back with revision to the cash reserve policy to vote on regarding the use of cash reserve.
5. Karl updated Board on his lunch with person with foundation connections. Board agreed it would be beneficial if she met with Brad Layland from The Focus Group.
6. The Capital Campaign Manager job description/job opening will be posted next week.

1. Phase I is complete. Praise the Lord!
2. No 4<sup>th</sup> outside contractors offered to bid for Phase II.
3. ARC committee has meet with chosen contractor, Better-Built, to communicate out desire to work with them, charge them with solidifying their bid and begin to value engineering process.
4. ARC will meet with Garza architects and Better-Built to determine specifics areas of reducing project cost. (Bid came in well over budget)(Might need to delete/postpone Art/Music building to help with cost)
5. Still need to raise approximately \$1.4 million. Due to funding not being complete, Phase II's 3/1/2017 projected start with 12 month completion target will likely/hopefully be moved to the 1<sup>st</sup> of the summer.
6. Site prep (moving portables/utilities/demolition) was completed over Christmas break. It is likely that the final portable will be moved without cost and if not payment will be made to demolish it.
7. Discussed Phase III design. If land becomes available then a new group would design the master plan and the Phase III design. ARC recommends not using Jesse for Phase III.

#### Admissions Committee – Brad Ryden

1. Reviewed updates to Admissions further consideration process. An Admissions subcommittee has been addressing recommendations that were made to the Admissions Committee in the fall. After reviewing with the Admissions Committee, it will be sent to the Board for approval.

#### HSEC & Product Ad-Hoc Committee – Jody Goodman

1. Committee gave Board an updated copy of Geneva HSEC Report.
2. Reviewed HOS major and minor objectives for the school year. Brad has 4 major and 4 minor objectives for the school year.
3. There is a possible IT candidate.
4. Ad Hoc committee on price/product/process will meet and revise draft and report back to the Board. They would like to invite members to the committee (Dave Tippit, Libby Lunsford, Mary Clifford, Tracy Marlowe and Kirk Lanier).

Next board meeting: February 16<sup>th</sup> at 6pm.

Board meeting adjourned to executive session at 9:02pm.

**TO GOD BE THE GLORY**

