

Geneva School of Boerne

113 Cascade Caverns Road, Boerne, TX 78015

Minutes Board Meeting October 20, 2016 6:10 pm Lyceum

Attendees

Brad Ryden, Amy Metzger, Tiffany Smith, Karl Eggerss, Lacy Hall, Charlie Lunsford, Kevin Young (arrived 6:25pm), Karen Abell, Steve Drukker (arrived 7:00 pm), Steve Griffey, Dave Tippit, Jody Goodman and Carrie Friesenhahn

Prayer Time:

Carrie Friensenhan prayed for the GSB students/families, administration, faculty, staff, community, board meeting and capital campaign.

Approval of Board Minutes – Dave Tippit moved to approve Board Meeting Minutes as submitted by Lacy Hall. Karen Abell 2nd All in favor. Motion carried. Minutes approved.

Head of School Report – Brad Ryden

1. Enrollment 2016-2017= 687 students. Two applicants are in process for admission this year. Appendix A – Admissions Office New Family Survey remarks
2. A draft budget for 2017-2018 was sent to the finance committee on October 12th. Brad provided a list of assumptions and plans that will be included in draft budget. Discussed possible need to fill Grammar assistant position sooner due to the grammar campus being separated by construction zone allowing on site personnel.
3. Booster Club Wish List 2016-2017 reviewed.
4. Jessica Gombert is considering taking a sabbatical in July 2017.
5. The application for Teacher Academic Grants (TAG) was sent to all faculty members last week and is due November 18, 2016. In 2016-2017, the school will award a total of approximately \$6,500 (award amounts may vary) from the school's Teacher Endowment to a minimum of three recipients.
6. Appendix B – Senior Thesis Claims, Class of 2017
7. Appendix C – Geneva AP Results, 2009- Present
8. Appendix D – Area Private School Tuition Tracking – 2009- Present
9. Appendix E – Capital Campaign Update, September 19, 2016
10. Meeting has been set up with Cavendar to discuss 22 acres including I-10 access.

Development Committee – Steve Drukker

1. Development Committee met to begin the process of understanding the role of the development department, including the committee.
2. Defined what Amy's job is and reviewed ISM's development department suggestions.
3. Defined two broad categories of Development as Donor Care (Stewardship) and Development.
4. Development Committee has recommended areas of focus: 1. Fundraising (project manager) 2. Marketing (external) 3. Volunteer Support Systems (GCL taking on some of Amy's community tasks (ex. Jogathon, Benefit, GBC)
5. Financial Aid - \$120,000 goal for Jogathon
6. NCF online giving option is being promoted.
7. GBC: Shootout at Joshua Creek Ranch is scheduled for Oct. 28th.
8. GBC 2016-2017 membership income equaled \$25,700
9. Amy is looking to recruit Alumni Parent Chairs (parent couples to represent each year).

Capital Campaign Committee – Steve Griffey

1. Report on possibility of hiring an outside consulting firm to develop an interim development plan for Geneva.
2. Reviewed The FOCUS Group's proposal. Price depends on how much their staff has to be here.
3. Jody Goodman motioned to move to utilize the services of The FOCUS Group. 2nd Kevin Young All in Favor. Motion passed.
4. Need \$900k in new pledges that will be matched to move forward with Phase 2.

ARC – Charlie Lunsford

1. Updated on status of construction for Phase 1. It looks like move in will be over Thanksgiving break.
2. ARC reviewed the possibility of building a shell while necessary funds are raised in hopes that Phase 2 construction will be seamless. ARC is not eager for this. ARC wants Phase 2 final design to be completed so the bid process can begin (bid process take 2-4 weeks and it will be sent to 3-5 contractors for bid).
3. Jim Guy has been authorized to meet with BEC to discuss easement request on west side of property. Meeting is planned for next week. We request to bury all lines so we could still use property as a possible driveway.
4. Phase 2 site prep work and moving portables (may sell 3 portables) cost is budgeted for \$45k. Looking to move portables during the Christmas break if more money pledges for Phase 2 are received.

Committee on Trustees – Dave Tippit

Moved to Executive Session

Admissions Committee – Brad Ryden

1. Admissions Committee met Tuesday for 3 hours.
2. Committee reviewed Admissions Philosophy and Recommendations. Subcommittee was set up and is meeting next week to tweak the document and send to the board.
3. Committee discussed term limits and additions to the Admission Committee

HSEC – Jody Goodman

1. HSEC met yesterday and is looking at framework for major and minor objectives.
2. Product vs Process discussed and how to market for the future and have a Christian focus.

Finance – Karl Eggers

1. Finance Committee met yesterday and approved a draft budget. Karl will email to the board members for review. Please email any questions (copy all) for discussion/clarification. Board will vote on the budget at the November meeting.
2. Finance Committee will further research and look at new student fees (amount, how has it worked at other schools, how will it be used in the budget going forward and should it be per child or per family) bring to the board for discussion.
3. Karl will follow up on a lunch he has scheduled next week.

Next board meeting: November 17, 2016 at **6pm(note time change)**.

Board meeting adjourned 8:37 pm for executive session.

TO GOD BE THE GLORY

