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**GENEVA SCHOOL OF BOERNE**  
**113 CASCADE CAVERNS ROAD, BOERNE, TX 78015**

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**Minutes of the**  
**GSB Board of Trustees Board Meeting**  
**March 21<sup>th</sup>, 2019**

The regular meeting of the Geneva School of Boerne Board of Trustees was held at the Geneva School of Boerne at 113 Cascade Caverns, Boerne, TX 78015 in Mr. Dirk Russell's classroom. The meeting was **called to order at 6:14pm** by the President. The Secretary was in attendance.

**ATTENDEES**

Board members Karen Abell, Jody Goodman, Kevin Young, Tonya Christal, Jim Guy Egbert, Carrie Friesenhahn, Steve Griffey, Debbie Ledoux, Dave Tippit, Travis Vaught and Charles Garcia were in attendance.

The following school administrators were in attendance: Brad Ryden.

A Bill Millers' catered dinner was generously provided to the board by Jim Guy Egbert.

**DISTRIBUTED ITEMS**

Prior to the meeting the following items were distributed to members by the Secretary:

- *HOS February report*
- *HOS March report*
- *CoT GSB Board Questionnaire*
- *HSEC March 2019 Board Report*
- *January 2019 Financial Report*
- *February 2019 Financial Report*
- *2018-2019 Board Agendas*
- *2018-2019 Committee Charges*
- *Draft minutes from the January special board meeting*

Prior to the meeting the following items were distributed to members by the Head of School:

- *Accreditation Report*

**The Board entered executive session at 6:15pm and returned to the regular meeting at 8:29pm.**

**Approval of Prior Meeting Minutes** – A motion to approve the January Board Meeting Minutes with non-material edits was made by Travis Vaught and seconded by Dave Tippit. The motion carried unanimously.

### **Head of School Report – Brad Ryden**

1. Mr. Ryden reviewed the HOS March Report as well as a supplement addressing budget and enrollment details
2. Tuition delinquency numbers were addressed
3. Financial Aid remaining balances were discussed
4. An ACCS film crew will be on the GSB campus to record a commercial “Information Matrix”
5. Further discussion was held about the supplemental document to inform the board about the impact of lower reenrollment on budgetary plans
6. Due to the decline in reenrollment, the position of Development Specialist has been removed from the budget
7. High-level review of the Accreditation Report
8. Discussion about Accreditation Report scores

### **Committee on Trustees – Steve Griffey**

1. A survey will be distributed to the board for ISM measurements
2. CoT is working on a faculty survey to improve responses

### **Finance – Karen Abell**

1. Karen discussed how the committee had addressed the board’s charges: “Feasibility of setting up an endowment through Cash Reserves will be considered”
  - a. Cash Reserves rate is currently 11.86%
  - b. The Finance committee recommends pushing the discussion about establishing an endowment until Cash Reserves hits 20%
  - c. There is a plan to rebuild Cash Reserves to the 15% level over the next 3 years
2. GSB has 2 CDs which are renewing on 4/1/19 for \$500,000. The committee has a conference call next week to consider renewal options. The committee is considering increasing the term of the CDs to increase yield.
3. The Promontory account has a balance in excess of \$2,000,000
4. The Line of Credit is down to \$238k as new Phase II pledges continue to arrive
5. A summer repair list has been provided by the HOS in his February report and will likely be funded from Benefit
6. Principle payments for the land are planned for quarterly pay cycles
7. Karen Abell will be rolling off the board at the end of the school year and stepping down as Treasurer and head of the Finance Committee
8. It has been discussed that Charles Garcia will take over the Treasurer and head of Finance Committee role
9. Charles provided a list of names, and solicited additional name from the board, of potential Finance Committee candidates

Charles Garcia **made a motion** to accept the following names as approved candidates for the Finance Committee: Rex Walker, Tiffany Cloud, Wade Cloud, Brian Scott, Scott Stolle and Darren Brehmer. The motion was seconded by Travis Vaught and carried unanimously.

### **Master Planning – Jim Guy Egbert**

1. Discussion was held about the request for an easement on the land by Bandera Electric
2. Fencing options are being considered
3. Cavender has not moved the septic tank as of yet
4. Proposals are being gathered for driveway site costs

### **Marketing/Development – Carrie Friesenhahn**

1. Employee-specific filming for internal marketing has begun
2. The internal campaign, “Come to the Table”, is upcoming and will be designed to get parents of grammar school to become more engaged and observe
3. Development team meets next week

### **Capital Campaign – Steve Griffey**

1. A \$150,000 matching gift has been offered to GSB for the land effort
2. Current gifts for the land make up about 10%
3. Brad is conducting meetings for land funding and receiving positive responses
4. Shelly Vaughn is doing an excellent job of providing support for Brad’s meetings as well as providing hospitality and prayer support. The FOCUS Group has specifically noted how happy they are to be working with Shelly

### **Generative – Dave Tippit**

1. Committee will present findings during the May 9<sup>th</sup> meeting
2. Members of the CoT will be in attendance at the May 9<sup>th</sup> board meeting to pray over the trustees
3. To review candidates, there is a potential need to have the board meet on April 18<sup>th</sup>

Dave Tippit led the board in prayer.

**The Board entered executive session at 10:14pm and returned to the regular meeting at 11:06pm.**

## **MEETING CLOSE**

The next regular meeting of the GSB Board of Trustees will be held on Thursday, May 9<sup>th</sup>, 2019 at 6:00pm. The meeting will take place at the Geneva School of Boerne at 113 Cascade Cavern, Boerne, Texas 78015, in Mr. Dirk Russell’s classroom in the Rhetoric Building.

The meeting adjourned at 11:07pm, March 21<sup>st</sup>, 2019.



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Charles R. Garcia, Secretary

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6/1/19  
Date

**TO GOD BE THE GLORY**