

Cornerstone Christian Academy
Board of Directors
February 14, 2024

Members present: Sophia Bishop, Paul Buckley, James Colcord, Joshua Duprea, Dan Helgerson, Cindy Hyatt, Steve Smith, Darren Forehand
Also present: Pierre-Luc Rivard, Lisa Goodwin

Notification of Approval: Minutes of December 13 Board meeting
Authorization for Paul Buckley, Board Chairman, to contract with the realtor for rental of Apartment 1

Mr. Buckley called the meeting to order at 6:01 PM. Mr. Duprea opened with prayer. Mr. Forehand provided the devotional on Tenet 7.

Annual Meeting - February 21 at 5:30 PM: Mr. Helgerson will emcee and open with prayer. Pizza will be served at 5:30. Mrs. Bishop will bring paper products, drinks and salad. Mrs. Casoni will assist with salad/dessert. Agenda was determined to include State of the School by Admin and faculty, Financial Update by Mr. Smith, Tuition Announcement by Mr. Forehand and Mr. Smith, Changes in Admin Team by Mr. Forehand and Mr. Rivard, Q&A/Comments. Mr. Rivard will send the agenda in the Newsletter. Neither Mr. Buckley nor Ms. Hyatt will be available to attend.

Board Applicant: Karen DeJager shared her history and interest and answered inquiries by the Board. Ms. Hyatt made a motion seconded by Mrs. Bishop to invite Mrs. DeJager to Board membership. Motion passed unanimously. Mr. Helgerson will share the invitation as well as an invitation to attend the Annual Meeting.

Personnel Issue: After extensive discussion, The Board voted unanimously to terminate the contract of the employee discussed effective immediately. Last pay will be March 1, 2024. Mr. Forehand will notify the employee by mail and phone as soon as possible as well as make arrangements for getting the key.

Administration Issues: Mr. Forehand and Mr. Rivard shared their decisions to end service at CCA in June 2024. Mr. Forehand was commended by Mr. Rivard and Mrs. Goodwin for his resolution of a difficult situation within the Administration team.

The Board decided to initiate a School Improvement Survey. Mr. Rivard will be asked to assist with this process.

Cashflow: Mr. Smith shared that a recent significant donation results in adequate cash to meet obligations through March. Currently, we are at 55% on the Matching Donation campaign. Mr. Smith also shared information on NEFA loans, line of credit, and mortgage refinance. Decisions will be postponed until the March meeting.

Planning Tasks: The following are responsibilities accepted to make recommendations for 2024-2025

- Budget: Mr. Smith, Mrs. Goodwin, Mr. Buckley
- Enrollment: Mr. Duprea
- Administration Priorities: Ms. Hyatt
- High School Option: Mrs. Goodwin

Marketing Update: Mr. Forehand reported that social media is working on brand recognition and there have been 4000 hits. This will continue for an additional month. Plans are in process for the Fundraising Gala on April 4. Board members are asked to assist with soliciting donations of auction items and sponsors.

Spring Musical: Mrs. Goodwin reported that costs for the Kingswood Arts Center have been donated. Donations may be solicited at the event.

Apartment: Mr. Buckley reported that Apartment 1 is ready to rent. Realtor is currently showing and vetting potential renters.

The meeting ended at 9:20 PM with prayer by Mr. Forehand

Respectfully submitted,

Cindy Hyatt
Secretary