

**Board of Directors Meeting
August 14, 2018 @ 5:30pm
Meeting Minutes**

Board of Directors in Attendance: William Hytche, Rebecca Horton, Fr. John Raphael, and James Cobb.

Corporate Membership in Attendance: Mark Faulkner

Others in Attendance: Ahmed White and Lekita Stevenson

Conference Call: N/A

Project Reflect's Board of Directors Meeting was called to order at 6:01PM. A quorum was established and Psalms 138 was read as the prayer of reflection rendered by Fr. John Raphael.

Review/Approval of the Minutes from the Previous Board Meetings (April 19, 2018)

A motion to approve the minutes with the noted changes from the previous Board of Directors meeting was made by Dr. William Hytche. This motion was properly seconded by James Cobb. The motion carried unanimously.

Corporate Membership Report by Mark Faulkner

Corporate Membership held a meeting on Friday, August 3, 2018. At this meeting there were some good discussions and our newly elected Executive Director was able to address the membership. Paul Ney gracefully resigned and two new members were added; Fr. Patrick Kibby and Diane Mulloy. At this meeting, Rebecca Horton agreed to return to corporate membership after she officially resigns from the Project Reflect Board of Directors. Mark Faulkner ensured the board that the newly elected Executive Director has the full support of the corporate membership.

Executive Director's Report by Mr. Ahmed White (*Attachments can be provided upon request.*)

SCA added three new teachers this year; two third grade teachers and a full time Special Ed teacher. Mrs. Dillard-Jackson was promoted to Assistant Principal this year.

SCA's academic ranking allowed our school to move up from a level one school to a level four school. Mark Faulkner suggested we send out a press release as soon as the official results are released. Mr. White is currently seeking a pre-K program with the possibility of starting in January 2019. The YMCA Fun Company started the first day of school and is slowly increasing in enrollments. Major school renovations took place over the summer throughout the school facilities and property grounds with the aid of over 300 volunteers.

The school kitchen endured some major renovations providing the opportunity for in house preparation of meals and a student school nutrition learning lab. Dr. Hytche suggested that we draft a site contract that requires all vendors to utilize our onsite food vendor when using our facilities to serve food.

The refinance is still in process pending the cell tower agreement. Mr. Cobb will send a letter asking encouraging agreement completion by the end of the month.

Board Development Report

A motion to accept Mr. Patrick Johnson and Mr. Robert Taylor as new Board of Directors was made by Dr. William Hytche. This motion was properly seconded by Rebecca Horton. The motion carried unanimously.

It was a matter of discussion that the chair of the Board serves as the liaison to the corporate membership unless it was decline. Then the Board has the ability to appoint a liaison as it is not a mandatory position and other recommendations can be discussed when needed. The chair accepted this voluntary appointment.

Meeting Date Change

A motion to change the Board of Directors meeting date and time to the third Tuesday every other month was made by James Cobb. This motion was properly seconded by Dr. William Hytche. The motion carried unanimously.

Financial Report by James Cobb

Unauthorized funds received from loan fees have been 100% secured from two parties and a 50% settlement was secured from the third-party involved. This business is officially old business and put to closure.

New/Old Business by Fr. John Raphael

Rebecca Horton formally resigned from the Board of Directors. The Board officially thanks Mrs. Horton for serving and her willingness to continue to serve for the corporate membership.

Mr. Cobb is asking Mr. White to provide a "Project Focused" fundraising opportunity that he can push the efforts of the Board of Directors to ensure that it gets completed this year.

A motion to adjourn was made by James Cobb. This motion was properly seconded by William Hytche. The motion carried unanimously.

The Board of Directors Meeting was adjourned at 7:05pm.

Board of Directors Meeting Minutes were taken and presented by Lekita Stevenson, Board Liaison.