

Eden Christian Academy [ECA]
Board of Directors
Meeting Minutes: September 20, 2018

Members of the Board present, representing a quorum:

- Don Balla
- Bethann Feldman
- Jeff Gronbeck
- Scott Mizerak
- Sivaram Rajogapalan
- Michelle Rice

Members of the staff and leadership team present:

- Tom Hughes
- I. Scott Mizerak called the meeting to order at 6:41 PM. Laura Eisses led the board in a review of chapter 7 of “Mission Drift” which outlined the importance of a board in any organization.
 - II. Laura Eisses made a motion to approve the August 2018 meeting minutes; the motion was seconded by Michelle Rice. The board unanimously approved.
 - III. Head of School Report
 - a. Tom Hughes provided an update on the Wexford elementary principal search
 - b. An overview was provided of the revised Faculty/Staff Handbook; Board Members present received a hard copy for review
 - c. Discussed Admissions Week activities for October
 - d. Evaluating benefits surrounding affiliation with other Christian school organizations similar to ACSI
 - e. Reviewed enrollment figures; enrollment currently at 670
 - f. Determined the need to discuss options for overall Upper School building naming
 - IV. Academic Report
 - a. Tom Hughes reviewed the Academic Report
 - V. Financial Report
 - a. McGill, Power, & Bell will be at the next meeting to review the audit
 - b. Roof leakage resulted in an accelerated timeframe for replacement of the Berkeley Hills roof
 - c. Fantastic responses from parents and students regarding the Safety & Security Director
 - d. Continue to work with local Police Departments to ensure frequent visits and security checks
 - VI. Reviewed topics regarding board administration and membership

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- a. Board recruiting and make-up
 - b. Bylaw review required; we will form a committee to review and recommend changes to the full board
- VII. Board only session
- a. Discussed near-term board objectives
 - i. Committee development
 - ii. Board administration
- VIII. Meeting adjourned at 9:10 PM with a time of prayer.
- IX. Next meeting October 18, 2018.

Respectfully submitted,
Scott Mizerak
Secretary of the Board