

**Cottonwood Creek Charter School
Board of Director's Meeting
Agenda Minutes**

For

Monday, September 10, 2018

3:30 p.m. Cottonwood Creek Charter School Library
3425 Brush Street, Cottonwood, California 96022

1. CALL TO ORDER – Ryan Wildauer, President, called the meeting to order at 3:30 p.m.

Board members present: Ryan Wildauer, President; Lynn Peebles, Secretary; Chris Yoder, Treasurer; Brian Heese, Community Representative, Christopher Lynn, Parent Representative

Board members absent: None

Others Present: Mark Boyle, Charter School Director; Judy Vazquez, Administrative Assistant; Laura Merrick, Cottonwood Union School District, Judy Semingson, School Architect; Jim Bush, School Project Facilities Manager

2. PLEDGE OF ALLEGIANCE – Mark Boyle led the flag salute.

3. PUBLIC COMMENT

None

4. ACTION ITEMS / DISCUSSION ITEMS

A. Approval of Agenda

Action: Motion was made by Christopher Lynn to approve the agenda as presented with the tabling of Action Item E “Approval of Financial Unaudited Actuals for the 2017/18 School Year” until the October 8 meeting. The motion was seconded by Brian Heese.

Vote: Unanimous in favor.

B. Approval of Minutes from the August 13, 2018 Board Meeting

Action: Motion was made by Brian Heese to approve the minutes from the August 13, 2018 Board Meeting as presented. The motion was seconded by Lynn Peebles.

Vote: Unanimous in favor.

Approval of Minutes from the June 8, 2018 Board Meeting

Action: Motion was made by Brian Heese to approve the minutes from the June 8, 2018 Board Meeting as presented. The motion was seconded by Lynn Peebles.

Vote: Unanimous in favor.

C. Approval of Warrants/Review Credit Card Statement

Action: Motion was made by Brian Heese to approve the Warrants as presented. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

D. Annual Organizational Meeting

Action: Motion was made by Brian Heese to appoint Ryan Wildauer as Board President. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

Action: Motion was made by Brian Heese to appoint Lynn Peebles as Board Secretary. The motion was seconded by Chris Yoder.

Vote: Unanimous in favor.

Action: Motion was made by Lynn Peebles to appoint Chris Yoder as Board Treasurer. The motion was seconded by Brian Heese.

Vote: Unanimous in favor.

Approval of Resolution #2018-6

Action: Motion was made by Lynn Peebles to approve Resolution #2018-6 establishing the Board Meetings to occur at 3:30 on the second Monday of every month. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

E. Approval of Financial Unaudited Actuals – 2017/2018

This was tabled to the October 8, 2018, meeting.

F. Review/Discuss Facility Master Plan for Cottonwood Creek Charter School

Judy Semingson, school architect, provided the board with updates to the school Facility Master Plan. Discussion took place regarding roofing, windows, painting, fencing and security. Judy presented the board with three different options for possible future facility expansion. Jim Bush, school project facilities manager, presented the board with options regarding financing for the projects. No action was taken.

G. Consider Approval and Awarding of Painting Bid for Main Building

Action: Motion was made by Lynn Peebles to approve and award the painting bid to Vera's Painting. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

H. Approve Job Description for Classified Position

Facilities Manager – Maintenance and Operations

Action: Motion was made by Chris Yoder to approve the Facilities Manager – Maintenance and Operations job description. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

I. Approval of Extra Duty Stipends for 2018/19 School Year

Barbara Reuss – Volleyball Coach (\$1,200)

Action: Motion was made by Brian Heese to approve the extra duty stipends for the 2018/19 school year. The motion was seconded by Christopher Lynn.

Vote: Unanimous in favor.

5. INFORMATIONAL ITEMS

A. 2018/19 Enrollment and Class Size

B. Electives Update

C. Sports Update – Volleyball, Soccer, Cross Country

D. Facilities Report

- School Painting Project
- Electrical Projects
- Removal of Portables
- Storm Drain Easement Deed
- New Security Company – Powers Private Security

6. Future Items/Next Meeting Date: Monday, October 8th, 2018, at 3:30 pm (Regular Board Meeting)

7. Adjourn

Motion was made by Christopher Lynn to adjourn the meeting. Motion was seconded by Lynn Peebles. The meeting was adjourned by Ryan Wildauer, President, at 5:25 p.m.

Minutes approved

Brian Heese	_____
Ryan Wildauer	_____
Christopher Lynn	_____
Chris Yoder	_____
Lynn Peebles	_____