

William A. Lawson Institute for Peace and Prosperity

June 25, 2016 Board Meeting Minutes

BOARD MEMBERS PRESENT

Hether Benjamin Brown
Dr. Toya Roberts Conston
Dr. Richard Griffin
Dr. Christine LeVeaux Haley
Billie Jo Johnson
Catherine Mosbacher
Mary Ramos
Ambassador Arthur Schechter

Cheryl Lawson, Staff
Rev. Bill Lawson, Founder
Dr. Marthea Raney, Academy Principal
Annette Simmons, Business Manager
Karen Lee, Fund Development Consultant
Tarla Crumb, Parent Engagement Rep
Kimberly James, Attorney
Jones Mays, IT Consultant
Theodore "Ted" Sims, Project Manager

BOARD MEMBERS ABSENT

Terence Frederick
Regina Rogers
Gerald Womack

GUESTS

Chavon Carr
Alex Koby
Kyle Walton

1. Call to Order. The meeting was called to order by Mary Ramos at 9:38 a.m.

2. Establishment of Quorum. The quorum was established at 9:38 a.m.

3. Opening Prayer and Pledge of Allegiance to the Flag.

4. Public Comment. There were no public comments.

5. Approval of Minutes from May 28, 2016. Dr. Richard Griffin moved the approval of minutes from May 28, 2016. Hether Benjamin-Brow seconded the motion. Motion was approved by H. Brown, T. Conston, R. Griffin, C. Haley, B. Johnson, C. Mosbacher, M. Ramos and A. Schechter.

6. Governance and Nominating Committee Report. Chair Catherine Mosbacher discussed the importance of the board completing the required training. A Governance Workshop is being arranged which will assess board member skills, experience and qualities. The workshop will take place on a date when everyone can attend. July 30 was decided as the best day for our 8:00 am to 1:00 pm session. Cheryl will work with Dr. Griffin to acquire a trainer so that everyone (even Dr. Griffin) can receive training credit. The session will also allow for brainstorming about new board candidates to fulfill our skills requirements. The CEO/Superintendent assessment will be a topic for our Workshop as well. Motion made by Dr. Toya Conston to accept the Governance and Nominating Committee report. Dr. Christine LeVeaux-Haley seconded the motion. Motion was approved by H. Brown, T. Conston, R. Griffin, C. Haley, B. Johnson, C. Mosbacher, M. Ramos and A. Schechter.

7. Finance and Audit Committee Report. Committee Chair Toya spoke briefly and asked that Business Manager Annette Simmons review the May Statements of Activities (MTD and YTD) and Statements of Financial Position. A Variance Memorandum for April with income variance was also presented. Catherine Mosbacher moved the acceptance of the Finance and Audit Committee Report. Hether Benjamin-Brown seconded the motion. Motion was approved by H. Brown, T. Conston, R. Griffin, C. Haley, B. Johnson, C. Mosbacher, M. Ramos and A. Schechter.

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Kyle Walton of Classic Lake Consulting presented the New Markets Tax Credit (NMTC) program to everyone. Questions were asked and answered including what is the agency's liability, the ability of the NMTC funds to be used for the matching amount to our Kinder Foundation grant. Catherine suggested that we have a meeting with LISC's Amanda Timms and others. Kyle committed to providing us with a list of the organizations that WALIPP might consider so that we can connect with those organizations where we already have relationships. There were three (3) amendments to the Classic Lake Consulting contract as presented: add "not to exceed \$10,000" language for reimbursable expenses, change state for arbitration to Texas and change governing state to Texas. Catherine Mosbacher moved that we approve the Classic Lake Consulting contract with the amendments. Hether seconded the motion. Motion was approved by H. Brown, T. Conston, R. Griffin, C. Haley, B. Johnson, C. Mosbacher, M. Ramos and A. Schechter.

8. Recruiting Committee. Tarla Crumb updated everyone on the results so far. Over three hundred contacts have been made. One hundred seventy-one applications have been processed and one hundred-fifteen students have been enrolled and approved by Dr. Raney. Nearly one hundred more applications are in Pending status, which means that when the parent(s) have presented the missing documents the student may be enrolled. Many students do not yet have final report cards for 2015-2016, so the numbers may have to change.

9. Facility Report. The CIP (Construction in Progress) committee members (Hether Benjamin-Brown, Billie Jo Johnson, and Gerald Womack) were not able to attend the most recent meeting, but they are committed to bi-weekly meetings going forward. The Project Summary report was reviewed including the calendar (3-Week Look-Ahead), expenditures (Budget Summary), accomplishments (Scope of Effort) and Challenges/Successes. New rendering and updated project schedule were presented. The Construction Budget revisions 1, 2 and 3 were also presented. This is the first month in which the Risk Register is being viewed, a part of the board strategy to reduce risk by monitoring those items which are potential risks for schedule, budget, scope, etc.

The Modular Builder Contract was discussed. Questions were asked regarding permanence of the building (life of 10+ years), warranty for the construction work (1 year). Dr. Richard Griffin moved the approval of the Modular Builder Contract with Aries Building Systems. Dr. Toya Conston seconded the motion. Motion was approved by H. Brown, T. Conston, R. Griffin, C. Haley, B. Johnson, C. Mosbacher, M. Ramos and A. Schechter.

10. Academy Report. TEA has waived the STAAR test results. Dr. Raney discussed recruitment events (Open Houses, Cub Camps) and the Summer Enrichment program. In 2016-2017 the school will go from regular periods (54 minutes) to block periods (90 minutes). Hiring of new faculty was achieved from the June 15th campus Job Fair. Teachers, if not certified, will be required to demonstrate Statement of Eligibility from a Teacher Certification program prior to completing the hiring process. Dr. Griffin requested that Dr. Raney prepare a report on the Certified status for our FY17 faculty at the next meeting.

The school day is to be extended to 5:00 p.m. on Mondays, Tuesdays and Thursdays. Wednesdays are for Professional Development and students will participate in community programs such as YMCA, Shape Center, etc. at the parent's decision and expense. Catherine suggested that we put a 'tagline' on everything so that people affiliate WALIPP with The Lawson Academy, the WALIPP Senior Residence, etc.

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11. Executive Director's Report. The Capital Campaign progress report was reviewed. Catherine Mosbacher moved the approval of such monies as are required to go toward the Kinder Match. Hether Benjamin-Brown seconded the motion. Motion was approved by H. Brown, T. Conston, R. Griffin, C. Haley, B. Johnson, C. Mosbacher, M. Ramos and A. Schechter.

The 2016 Real Role Models Gala was discussed and the Sponsor page was to be changed to recognize 20th Anniversary of the non-profit. We also want to afford donors Courtyard (or entryway) Pavers (bricks) on the new building and a Donor Wall inside the new campus.

12. Executive Session. There was no executive session.

13. Adjournment. Dr. Richard Griffin moved to adjourn the meeting at 11:54 a.m. Billie Jo Johnson seconded the motion. Motion was approved by H. Brown, T. Conston, R. Griffin, C. Haley, B. Johnson, C. Mosbacher, M. Ramos and A. Schechter.