

William A. Lawson Institute for Peace and Prosperity

October 28, 2017 Board Meeting Minutes

BOARD MEMBERS PRESENT

Hether Benjamin Brown
Dr. Toya Roberts Conston
Terence Frederick
Catherine Mosbacher
Mary Ramos
Yolanda Smith

STAFF/GUESTS

Cheryl Lawson, Executive Director
Marthea Raney
Annette Simmons
Karen Lee, Development Consultant
Theodore Sims, Project Manager

BOARD MEMBERS ABSENT

Gerald Womack

- 1. Call to Order.** The meeting was called to order by Mary Ramos at 9:41 a.m.
- 2. Establishment of Quorum.** The quorum was established at 9:41 a.m.
- 3. Opening Prayer & Pledge of Allegiance.**
- 4. Public Comment.** There was no public comment.
- 5. Approval of Minutes from September 23, 2017.** Catherine Mosbacher moved the approval of minutes from September 23, 2017. Terry Frederick -Brown seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.
- 6. Governance and Nominating Committee Report.** Catherine Mosbacher reported that we are still awaiting consideration by a candidate (David Dow) who will be with us in January. Other candidates have not updated their status. Billie Joe Johnson's funeral program was reviewed. Cheryl Lawson indicated that the Advisory Board had been sent an email providing an update on the new school.
- 7. Finance and Audit Committee Report.** Annette Simmons reviewed the financial reports for September, 2017. Since the last meeting, the accounts at Unity National Bank (Senior Residence-Operating & Reserves) and at Amegy Bank (Academy Operating & Reserves) were closed. Yolanda Smith's signature is now in place on all Frost Bank and Wells Fargo Bank accounts. There was a question about the large amount of cash in the bank (Academy) and the Finance Committee has discussed this issue. Terry Frederick recommended that \$300,000 of the Academy Operating Account bank balance be moved to the Frost Bank Reserve Account. Toya Conston seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.

Resolution 18-02 was not approved since there is question about how much is to be spent to complete the construction project. Terry Frederick moved the acceptance of the Finance Committee report. Catherine Mosbacher seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith. Hurricane Harvey was the backdrop for a fund-raising campaign to purchase student uniforms and supplies. GoFundMe account netted \$1,690, Board donor provided \$1,500 and Houston First Baptist Church donated \$10,000.

William A. Lawson Institute for Peace and Prosperity

October 28, 2017 Board Meeting Minutes

8. Recruiting Committee. Current enrollment is 234.

9. Facility Report. Cheryl Lawson reported that the project had updated its Temporary Certificate of Occupancy for another 30 days. We are still working on the plumbing to get water from across Scott Street. Board has requested a Financial Report by Monday to indicate what is left to spend on the project. Cheryl will deliver a 'paper trail' on the things that were unfinished by Aries Building System. The punch list was presented as part of the board materials, and Cheryl indicated that all repairs were completed or underway.

10. Academy Report. The Board commented on the email blast sent late October. It was suggested to emphasize the use of certified teachers on all our media. The October benchmark process was discussed, with Dr. Raney indicating that we are learning how to use the tools in hand (Eduphoria!) for this purpose. The Targeted Improvement Plan was reviewed by Dr. Raney and discussed. Hether Benjamin-Brown moved to approve the Targeted Improvement Plan. Catherine Mosbacher seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith. The Academy calendar was briefly discussed.

11. Executive Director's Report. Cheryl Lawson indicated that St. James has been asked to refund the portion of our \$4,979 2011 deposit after utility costs are deducted. The insurance claim was received \$7,656. Board members were encouraged to support the upcoming November 30 Luncheon. Development report was discussed by Karen Lee. WALIPP has a need of \$150,000 to complete the Kinder match, and will need to know whether the fundraising event revenue is to be dedicated to Capital Campaign by the next Board of Directors meeting (November 18).

12. Executive Session. The Executive Session opened at 11:25 a.m. and ended at 12:10 p.m.

13. Adjournment.