

## **William A. Lawson Institute for Peace and Prosperity**

December 16, 2017 Board Meeting Minutes

### **BOARD MEMBERS PRESENT**

Dr. Toya Roberts Conston  
Terence Frederick  
Catherine Mosbacher  
Yolanda Smith

### **STAFF/GUESTS**

Cheryl Lawson, Executive Director  
Marthea Raney  
Theodore Sims, Project Manager

### **BOARD MEMBERS ABSENT**

Hether Benjamin Brown  
Mary Ramos  
Gerald Womack

- 1. Call to Order.** The meeting was called to order by Toya Conston at 9:50 a.m.
- 2. Establishment of Quorum.** The quorum was established at 9:50 a.m.
- 3. Opening Prayer & Pledge of Allegiance.**
- 4. Public Comment.** There was no public comment.
- 5. Approval of Minutes from November 18, 2017.** Terry Frederick moved the approval of minutes from November 18, 2017. Yolanda Smith seconded the motion. The motion was approved by T. Conston, T. Frederick, C. Mosbacher and Y. Smith.
- 6. Governance and Nominating Committee Report.** Committee Chair Catherine Mosbacher indicated that each board member should bring one or two candidates' names to the January meeting. The January meeting is a full-day session which will provide for the annual training required for returning members. A copy of the Board's Goals, Board Overview and Board Member Expectations along with the 2018 Meeting Dates should be sent to all board members for their information/review prior to the January meeting.
- 7. Finance and Audit Committee Report.** Review of the October financial reports, since we had an 'early month' meeting, the November reports will be available at the January meeting. Yolanda Smith moved the approval of the Financial reports. Catherine Mosbacher seconded the motion. The motion was approved by T. Conston, T. Frederick, C. Mosbacher and Y. Smith.  
  
Becky Smith of Melton & Melton LLC was present to review the 2017 Audit. In light of our lender covenants, the Audit is now consolidate with the Lawson Academy Real Estate Co. The Audit reported an unmodified opinion, a 'clean' audit. Catherine Mosbacher moved the approval of the Audit with any 'necessary adjustments' from the Finance Committee input or final information provided when Annette Simmons, Business Manager, returns from bereavement leave. Terry Frederick seconded the motion. The motion was approved by T. Conston, T. Frederick, C. Mosbacher and Y. Smith.
- 8. Recruiting.** The enrollment strategies were discussed, including the email 'blast' to over 10,000 email addresses.

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**9. Facility Report.** Discussed in Executive Session. Hether Benjamin-Brown moved that the Executive Director be authorized to increase the project budget by \$65,000 to finish construction of The Lawson Academy. Terry Frederick second the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.

Hether Benjamin-Brown moved that the Executive Director be authorized to engage an attorney to write a demand letter to Aries Building Systems requesting their warranty repair(s) for The Lawson Academy. Terry Frederick seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.

**10. Academy Report.** Reviewed campus report with discussion on Turnaround Plan, Root Causes and Outcomes. The Turnaround Plan is to be submitted to TEA as part of the IR Year 2 Intervention Calendar. Catherine Mosbacher moved the approval of the Turnaround Plan with contingent revisions. Yolanda Smith seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.

Catherine Mosbacher moved the agenda be revised to move the Executive Session to before the Executive Director's report. Yolanda Smith seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.

Catherine Mosbacher moved that the Board go into Executive Session. Terry Frederick seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.

**12. Executive Session.** The Executive Session opened at 11:53 a.m. and ended at 12:47 p.m.

**11. Executive Director's Report.** Apptegy software was discussed. Vendor will be asked to provide a list of schools that already use the product (in our area). IT consultant Jones Mays will be asked to provide an analytics report on our existing website. Review of Capital Campaign report identified some required format changes. Training dates were discussed for Board Training. Instead of having an additional Saturday, the Board agreed to use the January Board meeting (January 27, 2018) as the day for Board training.

**13. Adjournment.** Catherine Mosbacher moved adjournment at 1:21 p.m. Yolanda Smith seconded the motion. The motion was approved by H. Brown, T. Conston, T. Frederick, C. Mosbacher, M. Ramos and Y. Smith.