

## William A. Lawson Institute for Peace and Prosperity

November 16, 2019 Board Meeting Minutes

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

#### BOARD MEMBERS PRESENT

Chavon Carr  
Terence Frederick  
Catherine Mosbacher  
Imogen Papadopoulos  
Mary Ramos

#### BOARD MEMBERS ABSENT

Hether Benjamin Brown  
Morris Smith  
Yolanda Smith  
Kimberly Wilkinson

#### STAFF/GUESTS

Cheryl Lawson, Executive Director

### The WALIPP Agenda

- 1. Call to Order.** The meeting was called to order by Mary Ramos at 11:40 a.m.
- 2. Establishment of Quorum.** There was no quorum.
- 3. Approval of Minutes from August 24, 2019.** There was no approval of the minutes.
- 4. Finance and Audit Committee Report.** [This item had been moved to the earlier agenda.] October financials were reviewed by Annette Simmons. Budget amendments resulting from the Reduction in Force were reviewed. Auditor Becky Smith lost her husband unexpectedly and she has been out of the office. We are awaiting her return to get our audit report in hand for Board approval and submission to TEA. Annette explained that with the audit delay, adjusting entries have not yet been provided by the auditor or applied to our reports. It was determined that Executive Director Cheryl Lawson would reach out to Melton and Melton and ask for the audit to be finalized so that we can approve it in our December 21 Board meeting. TEA Notice of Grant Award (NOGA) was received after the Board package was prepared and sent. It reflects \$141,474 in funding for Title I, Title II and Title IV. Those dollars are used, in part for the salaries of Edgenuity teachers (2) and aides (2).
- 5. Governance Committee.** Committee Chair Catherine Mosbacher updated the Board that the committee has had a second meeting and is planning another meeting for December. The process is slow because, in part, they are looking at the alignment of the Bylaws with the Policy Book circulated in October. The Open Meetings Act training was mentioned since Imogen Papadopoulos and Morris Smith have already completed the training and submitted their certificate for our files. The certificate is to be emailed to Cheryl Lawson for reporting. The Conflict of Interest form was also discussed and circulated. Everyone at the meeting completed the signing of Governance and Conflict of Interest forms. (Repeated from The Lawson Academy meeting minutes.)
- 6. Executive Director's Report.** Cheryl Lawson has indicated the hiring of a Fund Developer. Board member Catherine Mosbacher asked for a copy of the job description for her review. Any referral from members of the Board are welcomed for this role.
- 7. Executive Session.** There was no Executive Session.

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**8. Adjournment.** The meeting was adjourned at 11:55 a.m.