

## The Center for Creativity, Innovation and Discovery Board Meeting Minutes

Tuesday, 08-07-18, CCID Bistro

### Board Members in Attendance

Melissa Shunn-Mitchell

Erinn James

Candice Hansen

Bret Tanner (excused)

Laura Banda, Executive Director

### Additional Attendees:

Audrey Gifford, Board Secretary

Jeff Beisinger, Red Apple Finance

Erin Preston, CCID Legal Council

| Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Welcome and Roll Call at 5:15 PM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | No             |
| Review of Minutes<br><a href="#">8-2-18 Draft Governing Board Minutes</a><br><a href="#">05-14-18 Draft Governing Board Minutes</a><br><br><b>Motion to approve the 05-14-18 and 8-2-18 minutes</b><br>M/S: Candice Hanson / Erinn James<br>Aye: Candice Hanson, Erinn James, Missy Shunn-Mitchell<br><b>Motion Carries</b>                                                                                                                                                                                                                                                                                      | Yes            |
| Public Comment - none at this time                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | No             |
| <b>Policies</b><br>Governing Board discussion involving <a href="#">General Field Trip Initial Form</a><br><br><b>Motion to approve the General Field Trip Permission Form</b><br>M/S: Erinn James / Candice Hansen<br>Aye: Missy Shunn-Mitchell, Candice Hansen, Erinn James<br><b>Motion Carries</b><br><br>Governing Board discussion involving <a href="#">Student Parent Signature Agreement</a><br><br><b>Motion to approve the Student-Parent Signature Agreement Policy Form</b><br>M/S: Candice Hansen / Erinn James<br>Aye: Erinn James, Candice Hansen, Missy Shunn-Mitchell<br><b>Motion Carries</b> | Yes<br><br>Yes |
| Governing Board discussion of <a href="#">Conflict of Interest Form</a><br><br><b>Motion to approve the Conflict of Interest Policy with the edits discussed herein</b><br>M/S: Erinn James / Candice Hansen                                                                                                                                                                                                                                                                                                                                                                                                     | Yes            |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <p>Aye: Erinn James, Candice Hansen, Missy Shunn-Mitchell<br/> <b>Motion Carries</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                       |
| <p>Governing Board discussion of <a href="#">Volunteer Policy</a></p> <p><b>A motion to approve the Volunteer Policy and Agreement with the edits that we have made here today</b><br/> M/S: Erinn James / Candice Hansen<br/> Aye: Erinn James, Candice Hansen, Missy Shunn-Mitchell<br/> <b>Motion Carries</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>Yes</p>            |
| <p>6:10pm Governing Board requests a break<br/> 6:14pm Governing Board meeting resumes</p> <p><b>Board Business</b><br/> Governing Board discussion regarding revision of Governing Board ByLaws</p> <p>6:57pm Governing Board requests a break<br/> 7:01pm Governing Board meeting resumes</p> <p>Governing Board discussion regarding revision of Governing Board ByLaws</p> <p>Governing Board discussion regarding CCID Board Meeting Schedule</p> <p><b>A Motion to table Board Business items identified on Agenda:</b><br/> Discussion of <a href="#">Organizational Structure of Governing Body</a>;<br/> Review of <a href="#">Board ByLaws</a>;<br/> Review of <a href="#">Board Job Description</a>;<br/> CCID Board Meeting Schedule;<br/> Revise <a href="#">Board committees</a>;<br/> Identify Board positions;<br/> Revise <a href="#">Board recruitment process</a>.<br/> M/S: Erinn James / Candice Hansen<br/> Aye: Erinn James, Missy Shunn-Mitchell, Candice Hansen<br/> <b>Motion Carries</b></p> <p><b>7:47pm A motion to enter a closed session in accordance with Utah Code 52-4-205.</b><br/> M/S: Candice Hansen / Erin James<br/> Aye: Erinn James, Candice Hansen, Missy Shunn-Mitchell<br/> <b>Motion Carries</b></p> <p>Governing Board Invites Erin Preston, Jeff Beisinger and Laura Banda, to closed session.<br/> Aye: Erinn James, Candice Hansen, Missy Shunn-Mitchell</p> | <p>Yes</p> <p>Yes</p> |
| <p><b>Motion to end closed session and return to public session 8:30 PM</b><br/> M/S: Candice Hansen / Erinn James<br/> Aye: Erinn James, Candice Hansen, Missy Shunn-Mitchell</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                       |

|                                                                                                                                                                                                                                                      |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p><b>Motion Carries</b></p> <p><b>Motion to close open public session at 8:30 PM</b></p> <p>M/S: Candice Hansen/Erinn James</p> <p>Aye: Erinn James, Candice Hansen, Missy Shunn-Mitchell</p> <p><b>Motion Carries</b></p> <p>Meeting Adjourned</p> |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|