

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

Tuesday, 07-30-19, CCID Bistro, 9:00am-11:00am

Governing Board Members in Attendance:

Candice Hansen, Board Chair, Absent

Brad Hess, Board Member

Erinn James, Board Member

Laura Kohler, Board Member

Missy Shunn-Mitchell, Board Member

Additional Attendees:

Bill Graham, Executive Director

Laura Banda, Executive Director

Item	Action
Welcome and Roll Call By Melissa Shunn-Mitchell at 9:04am.	No
Review of Minutes • Draft Board Minutes 06-19-19 • Draft Board Minutes 07-23-19 Motion to approve the Board Meeting Minutes from 06-19-19 and 07-23-19. M/S Erinn James / Brad Hess Aye: Brad Hess, Erinn James, Laura Kohler, Missy Shunn-Mitchell Motion approved	Yes
Public Comment There was no public comment at this time.	No
Reports Finance Report presented by Brad Hess. Executive Director report presented by Mr. Graham and Mrs. Banda.	No No
Board Business July Governing Board Retreat included discussion regarding Board training, Board make-up and steps to increase Board membership, setting up Google shared drive, etc. The Governing Board accepted Candice Hansen's resignation from the Board. Motion to have Melissa Shunn-Mitchell serve as Interim Board Chair until the Board completes the official process of filling Board positions. With this motion, at next week's meeting, we will set up a timeline to fill the official positions. M/S Erinn James / Laura Kohler Roll Call Vote Aye: Laura Kohler, Erinn James, Brad Hess, Melissa Shunn-Mitchell Motion approved Board continued discussion of process to increase Board membership. Director Responsibilities - will be submitted at the next Board meeting	No No No Yes

Campus Outdoor Landscape Committee discussed recent purchase of playground equipment and positioning of equipment on campus. Board was updated on the process of excavation / curbing. Board discussed Public Comment Guidelines proposed documents. Motion to table the Public Comment Guidelines action item to next Board meeting to include the updates discussed. M/S Erinn James / Brad Hess Aye: Laura Kohler, Erinn James, Brad Hess, Melissa Shunn-Mitchell Motion approved	
Consent Agenda • 2019-2020 Daily Schedule • CCID Code of Conduct Policy • Guidelines for Keeping an Ill Student Home Policy • Student Membership Policy and Procedures • Patriotic Observances Policy • Breastfeeding Policy • Substitute Teacher Policy Update Date / Year updates to following policy/documents: ○ Volunteer Policy ○ Fee Schedule ○ Student-Parent Signature Agreement ○ General Field Trip Waiver Motion to approve the Consent Agenda. M/S Brad Hess / Erinn James Aye: Laura Kohler, Erinn James, Brad Hess, Melissa Shunn-Mitchell Motion approved	Yes
Motion to move to closed session in accordance with Utah Code 52-4-205 for the purpose of discussion of litigation matters, acquisition of real property or authorized personnel issues and to invite Laura Banda, Bill Graham and Joylin Lincoln to closed session. M/S Brad Hess / Erinn James Roll Call Vote Aye: Brad Hess, Erinn James, Laura Kohler, Missy Shunn-Mitchell Motion carries at 11:19am The Board exited closed session and return to open session at 11:51am. Roll call: Brad Hess, Erinn James, Laura Kohler, Missy Shunn-Mitchell in attendance, along with Laura Banda, Bill Graham and Joylin Lincoln. Motion to add Erinn James to the school bank account as a signer. M/S Laura Kohler / Brad Hess Aye: Laura Kohler, Erinn James, Brad Hess, Melissa Shunn-Mitchell Motion approved Motion to have Melissa Shunn-Mitchell sign loan documents, on behalf of	Yes Yes

the Governing Board, while she serves as Interim Board Chair. M/S Erinn James / Brad Hess Aye: Laura Kohler, Erinn James, Brad Hess, Melissa Shunn-Mitchell Motion approved	
Motion to adjourn the meeting, 11:56am. M/ Brad Hess Aye: Laura Kohler, Erinn James, Brad Hess, Melissa Shunn-Mitchell Motion approved	Yes