

**MINUTES**  
of the Regular Meeting  
of the Concord Academy Petoskey  
Board of Directors  
Held at 2468 Atkins Road, Petoskey, MI 49770

September 19, 2019  
5:30pm

Board Members present: Mandi Garber, Jessica McGuiness, TimWilson, and Kathy Jacobsen  
Board Members absent: Amy Stikovich  
LSSU Representative: Keith Krahnke, Larry Kubovchick  
Staff: Administrative Support, Angie Way  
LEM: Denise Sandison

- I. Meeting called to order by Mandi Garber, Board of Director's President, at 5:34 pm.
- II. Roll Call called: Amy Stikovich-absent, Kathy Jacobsen- present, Mandi Garber- present, Jessica McGuiness- present, Tim Wilson – present
- III. Pledge of Allegiance
- IV. Concord Creed recited.
- X. New Business-
  - a. Presentation of Board Roles/Duties – Tom Tietjen, former Board President, gave a presentation on the roles of the Board of Directors and their duties.
- V. Public Comment- N/A
- VI. Consent Calendar- Mandi Garber moved to approve the consent calendar as presented which included the agenda, previous board minutes and the monthly financials for August 2019. Second: Tim Wilson. Unanimous approval. 4-0 vote. Motion passed.
- VII. LSSU Representative- Keith Krahnke and Larry Kubovchick were both in attendance representing LSSSU. They briefly reviewed the Annual Governance and Compliance Report for Concord Academy Petoskey. They also mentioned that Keith and Jenny Peterman at LSSU are the professional development contacts and there will be professional development opportunities coming up for the board.
- VIII. Directors Report- Angie Way filled in for the Director mentioning that the Director's Report was in the board packet. She also updated the board on the latest enrollment number. Enrollment currently stands at 177.
- IX. Old Business- N/A
- X. New Business-
  - b. Annual Governance/Compliance Report- Keith Krahnke noted that this report was mainly presented as information to assure the board in matters regarding governance and compliance. He

suggested that the board members browse through the report to get a better understanding of the school.

- c. Financial Audit FYE 6/30/19 Review – Jessica McGuiness briefly relayed the information from the auditor regarding the Audit FYE 6/30/19. The school ended the year financially sound.
- d. Fundraising Committee-The board briefly discussed fundraising avenues and opportunities.

XI. Public Comment- N/A

XII. Adjournment- Mandi Garber moved to adjourn. Second: Jessica McGuiness. Unanimous approval. 4-0 vote. Motion passed.

Meeting adjourned at 6:41pm.

Respectfully submitted,

Laurie Coy, Recording Secretary

Tim Wilson, Board Secretary