

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

April 20, 2023
5:30pm

Board Members present: Shawna Messing, Jennifer Mackenzie, Tim Wilson and
Rebeca Otto
Board Members absent: Tennessee Davenport
LSSU Representative: Keith Krahnke
Staff: Executive Director, Kali McNamara, Business Manager,
Laurie Coy
LEM: N/A

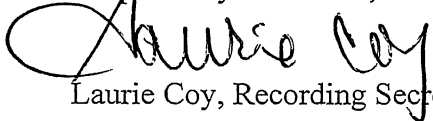
- I. Meeting called to order by Shawna Messing, Board of Director's President, at 5:31 pm.
- II. Roll Call was called: Tennessee Davenport-absent, Shawna Messing-present, Tim Wilson-present, Rebeca Otto-present and Jennifer Mackenzie-present
- III. Pledge of Allegiance
- IV. Concord Creed recited.
- V. Public Comment- There was no public comment.
- VI. Consent Calendar- Shawna Messing moved to approve the consent calendar which included the current agenda, the 3/16/23 board minutes and the monthly financials for March 2023. Second: Rebeca Otto. Unanimous approval. 4-0 vote. Motion passed.
- VII. LSSU Representative- Keith Krahnke briefly reviewed his report. He made special note of the stakeholders survey for the board to complete and then briefly spoke about Lynn Methner who will be replacing him in July of 2023.
- VIII. Directors Report- Kali McNamara briefly reviewed her report. She also reported that kindergarten roundup had occurred earlier this week and went very well. Lastly, she reminded the board members to complete the Board Self Evaluation along with the ESP Evaluation by the May Board of Directors meeting.
- IX. Old Business-
 - a. Petoskey Field House Proposal- The board discussed the advantages/disadvantages of entering into a 5-year agreement with the Petoskey Field House for the use of a portion of our field. Jennifer MacKenzie moved to approve moving forward with a 5-year rent free agreement with the Petoskey Field House for the use of a portion of our field contingent on: both

parties signing an operating agreement along with Hold Harmless documents, Concord Academy Petoskey being named as an additional name on their insurance policy and to not move forward until the septic field and replacement field have been flagged by Performance Engineers Inc. Second: Shawna Messing. Unanimous approval. 4-0 vote. Motion passed.

- b. Enrollment Committee- The enrollment committee met for the first time before the board meeting. Their first goal is to create a video to promote Concord Academy Petoskey. There are other ideas that they are working on. Enrollment meetings will be before the board meetings monthly at 4:45pm.
- X. New Business-
- a. Approval of Budget Timeline FYE 6-30-24- Shawna Messing moved to approve the Budget Timeline FYE 6-30-24 as presented. Second: Jennifer MacKenzie. Unanimous approval. 4-0 vote. Motion passed.
 - b. ESP Evaluation – Kali McNamara reminded the board again that they need to complete this survey by the May board meeting.
 - c. Board Self Evaluation- Kali McNamara reminded the board again that they need to complete this survey by the May board meeting
- XI Public Comment- Joy Bolinger and Cindy McCune updated the board on a couple of changes to the senior trip that was previously approved. One of the seniors and their dad, who was acting as the male chaperone have had to decline attending the trip. Also, they have changed their sleeping arrangements from a hotel with multiple rooms rented to renting an Air B&B while in Chicago. The board approved their changes.
- XII. Adjournment- Shawna Messing moved to adjourn. Second: Tim Wilson. Unanimous approval. 4-0 vote. Motion passed.

Meeting adjourned at 6:22pm.

Respectfully submitted,


Laurie Coy, Recording Secretary

Tim Wilson, Board Secretary

