

MINUTES of Intellectual Virtues Academy of Long Beach

Meeting date: September 20, 2012

Call to order: A regular meeting of the Intellectual Virtues Academy of Long Beach, was held at 1897 College Circle, Long Beach, CA on September 20, 2012. The meeting convened at 7:30, Director Steve Porter presiding as interim chair, and volunteer Danielle Montiel keeping minutes.

Members in attendance: Jason Baehr, Edward Castro, Eric Churchill, Robert Covolo, Rebecca Irwin, Robin LaBarbera, Shelly Millsap, Karyn Pace, Steve Porter

Members not in attendance: Mynor Montiel

Initial business:

Seat initial Board of Directors

Motion: Moved by Robert Covolo, Sole Incorporator, that the Initial Board of Directors be seated for a term of 4 years: Jason Baehr, Shelly Millsap, Karyn Pace, Steve Porter; and for a term of 2 years: Edward Castro, Robin LaBarbera, Mynor Montiel.

Motion carried.

Approve additional Board members

Motion: Moved by Shelly Millsap that the Board appoint the following members to the Board of Directors for a term of 2 years: Eric Churchill, Robert Covolo, Rebecca Irwin.

Motion carried.

Information:

Report: Jason Baehr summarized history of IVA. LBUSD has conditionally approved IVA's charter. Baehr will oversee revisions of charter and memorandum of understanding. IVA Board will need to approve the revisions as well as the MOU by emergency meeting. Target date for revision submission is October 3 with official approval on October 9.

Report: Steve Porter described the roles and responsibilities of the Board of Directors during the start-up phase. Director activity during this phase will increase while founders' activity will decrease. Directors are encouraged to recruit community volunteers, then eventually parents to help complete start-up tasks. IVA can hire a part-time administrative assistant by this fall and a principal by Jan 1, 2013.

Report: Steve Porter described roles and responsibilities of the offices of Chairperson (CEO/President), Secretary, and Treasurer (Chief Financial Officer). CEO, Secretary, CFO is language used on Statement of Information (SI-100) Form submitted to the State of California, but IVA Board will use Chair, Secretary, Treasurer. He also proposed six standing committees (handout) to consist of at least two directors, including one director serving as chair of the committee.

New business:

Appoint Office of Treasurer (CFO)

Motion: Moved by Jason Baehr that the Board appoint Eric Churchill to Office of Treasurer.

Motion carried.

Appoint Office of Secretary

Motion: Moved by Jason Baehr that the Board appoint Robin LaBarbera to Office of Secretary.

Motion carried.

Appoint Office of Chairperson

Motion: Moved by Jason Baehr that the Board appoint Robert Covolo to Office of Chairperson.

Motion carried.

Resolve Statement of Information (SI-100) form

Motion: Moved by Steve Porter that the Statement of Information is resolved.

Motion carried.

Form committees

Motion: Moved by Shelly Millsap that the following committees form: Executive Committee (Bob Covolo as chair, Robin LaBarbera, Eric Churchill, Steve Porter); Finance and Operations Committee (Eric Churchill as chair, Steve Porter); Instruction/Curriculum/Assessment Committee (Robin LaBarbera as co-chair, Jason Baehr as co-chair); Personnel/Human Resources Committee (Shelly Millsap as chair, Karyn Pace); Facilities Committee (Edward Castro as chair, Bob Covolo); Marketing/Recruitment/Student Welfare Committee (Rebecca Irwin as chair, Mynor Montiel).

Motion carried.

Authorize additional filings

Motion: Moved by Karyn Pace that Eric Churchill, Robin LaBarbera, Robert Covolo, and Danielle Montiel be authorized to make additional filings on behalf of IVA and IVA Board of Directors, with understanding that approved bylaws, policies and procedures will override such motion.

Motion carried.

Announcements: Board may need an emergency meeting before October 3 to approve conditions. Next meeting Monday, October 8, 7:30pm until further notice.

Adjournment: The meeting was adjourned at 9:30pm.

Secretary
Intellectual Virtues Academy

Date of approval