

**MINUTES
OF THE BOARD OF DIRECTORS
INTELLECTUAL VIRTUES ACADEMY**

The meeting of the Board of Directors (the "Board") of Intellectual Virtues Academy was held at the California State University, Long Beach, on the 3rd day of December, 2012 at 7:30 p.m.

DIRECTORS PRESENT:

Robert Covolo, Chair
Eric Churchill, Treasurer
Robin LaBarbera, Secretary
Jason Baehr
Edward Castro
Rebecca Irwin
Shelly Millsap
Mynor Montiel
Steve Porter
Karyn Pace

CALL TO ORDER:

The Chairperson called the meeting to order and established that a quorum was present.

APPROVAL OF MINUTES:

Mynor moved, and Steve seconded, to approve the minutes of the October 22, 2012 meeting, and it was unanimously approved.

BUDGET UPDATE:

Eric presented the Start-up and Year 1 Budget, for the period 12/1/12 – 6/1/14, and the Board reviewed it.

UPDATE ON ADMINISTRATIVE ASSISTANT:

Shelly reported that there is an immediate need for a temporary administrative assistant for up to two months. She suggested a stop-gap measure of hiring Danielle Montiel, while the Board also continues with a regular posting for the permanent position. If approved, she asked that Danielle start this coming Wednesday, working part time, up to 20 hrs/wk. This would allow the board to devote time to conduct a due diligence search for a permanent position, while also capitalizing on Danielle's unique skill set to assist in implementing key funding and pressing start-up issues. Danielle, Mynor, and Steve left the room while the Board deliberated the decision. (Board member Mynor is Daniel's husband.)

Bob moved that subject to worker's comp and any other regulatory employment criteria requirements being satisfied, to engage Danielle Montiel for a term not to exceed two months, not to exceed 20 hours per week, at \$24 per hour rate. Eric seconded, and it was unanimously approved.

FACILITY UPDATE:

Ed reported on the interviews for brokers recently conducted. He recommended that Becky Blair's extensive Long Beach real estate background deem her the appropriate person to find a school location.

CHARTER SCHOOL CONVENTION REPORT:

Rebecca reported some highlights from the convention. She stressed that we be cautious about the appearance of impropriety, given our mutual attendance at one church or when emailing one another, to remain compliant with the Brown Act. The Board thought it important to ask an attorney familiar with the Brown Act to attend a future meeting so that all members are familiar with the Act.

OTHER COMMITTEE REPORTS:

Marketing – Rebecca shared what has been happening with social media.

ADJOURNMENT:

There being no further business to come before the meeting, Bob moved to adjourn the meeting, seconded by Ed, and it was unanimously approved. The meeting was adjourned at 9:06 p.m.

Respectfully submitted



Robin LaBarbera, Secretary

APPROVED:

Bob Covolo

Bob Covolo, Chairman