

MINUTES OF THE BOARD OF DIRECTORS OF INTELLECTUAL VIRTUES ACADEMY

The meeting of the Board of Directors (the "Board") of Intellectual Virtues Academy was held at the LaBarbera boardroom, 112 Ocean Ave., Seal Beach, on the 9th day of January, 2013 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

Guests: Danielle Montiel, James McGrath, Jacquie Bryant

OPEN SESSION

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

Public Comments: none

Approval of Minutes: There being no corrections to the December 3, 2012 minutes, they were approved.

CLOSED SESSION

Deleted from public minutes to preserve confidentiality.

OPEN SESSION

Personnel: Shelly shared about recently developed job descriptions and also identified Ed Join as a potential place to post open positions and manage applications. Applicants will be initially interviewed by phone, and qualified applicants will then proceed to a Board panel interview. Eric also announced that Danielle Montiel has officially signed an employment contract for the temporary administrative assistant position.

Marketing & Registration: Rebecca met with two marketing agencies that may be designing "identity package," including logo, mascot, colors, etc., pending a review of their proposals. Rebecca also discussed recent social media activities. Rebecca also identified the urgency in which we should establish application policies and procedures. We need a marketing plan, and Rebecca will look for additional committee members to assist in the efforts. Rebecca then discussed the idea of a "Friendraiser," and will solicit a committee to help plan the events.

Policies: Eric proposed that we set up policies for the school that he deemed most urgent. He proposed that committees review the CSDC templates for their specific

policies, comparing language to the Articles of Incorporation and the Bylaws, then send an electronic copy to Danielle and present at February's meeting. The policies will then be subject to legal review if necessary and the policies should be presented at the March board meeting. Eric will bring a Board Member Contract and a Financial Commitment Policy to the next meeting for discussion and vote.

Master Planning: Danielle shared an initial Comprehensive Start-Up Plan. She suggested that we review the report to stay abreast of our individual responsibilities. This report will be updated, and also placed on Base Camp.

Committee Reports:

Finance: Eric shared updates from the Finance Committee. Given that there were no concerns about the annual budget presented at the last meeting, Eric motioned to approve, Mynor seconded, and it was unanimously approved.

Executive: Bob asked that agenda items be identified as to be "open" or "closed" session items for future inclusion on the agenda.

Other items of Communication: none

Public comments: none

Adjournment: There being no further business to come before the meeting, Bob moved to adjourn, and it was adjourned at 9:30 p.m.

The next meeting will be held on January 30, 2013 at the LaBarbera residence.

Respectfully submitted



Robin LaBarbera, Secretary

APPROVED:

Bob Covolo

Bob Covolo, Chairman