

## MEETING MINUTES

Name of Foundation: St. Johns Classical Academy  
Board Meeting: May 8, 2017

*The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.*

Date: May 8, 2017  
Start: 4:00 pm  
End: 6:00 pm  
Next Meeting: June 5, 2017  
Next Time: 4:00 pm  
Prepared by: D. Johnson  
Meeting Location:  
2233 Park Avenue, Suite 303  
Orange Park, FL

Attended by:  
Board Members:  
Diane Hutchings  
Amy Miller  
Daniel Johnson

Absent:  
None

### **I. CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 4:10 pm with a Call to Order by Diane Hutchings.

II. **ROLL CALL** was taken and quorum established.

### **III. TIME CERTAIN ITEMS**

a. **GARLAND HUDSON, 401k PLANS** – Presentation by Mr. Hudson.

IV. **APPROVAL OF MINUTES** – Motion was made by Daniel Johnson and seconded by Diane Hutchings to approve the April 24, 2017 Meeting Minutes. Motion was approved (3-0).

### **V. REPORTS**

- a. **ENROLLMENT REPORT** - Michelle Knapp presented the report.
- b. **FINANCIAL REPORT** – Michelle Knapp presented the report.
- c. **STAFFING UPDATE** – Michelle Knapp presented the update.

VI. **CONSENT AGENDA - NONE**

VII. PUBLIC COMMENT – NONE

VIII. BOARD DISCUSSION AND ACTION ITEMS

A. OLD BUSINESS

- a. School site selection update – discussion.
- c. Lease agreement – discussion.
- b. Benefits Package – Medical, benefits, retirement update – discussion.

B. NEW

- 1. SJCA Family Day Update – discussion.
- 2. Financial Planning – discussion of stipends/substitutes.

IX. DIRECTOR COMMENTS

- A. School Showcase Recap – discussion.
- B. SFS Visit, May 15
- C. CSP Meeting, Orlando, May 16
- D. Our Why

X. BOARD MEMBER COMMENTS

XI. ADJOURNMENT – 7:01 pm



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Diane Hutchings, President

Date: June 5, 2017