


**REGULAR MEETING OF THE  
EAGLE PEAK MONTESSORI SCHOOL (EPMS) BOARD OF DIRECTORS**

EAGLE PEAK MONTESSORI SCHOOL, EDUCATION BUILDING  
800 HUTCHINSON ROAD, WALNUT CREEK, CA 94598

November 15, 2011  
7:00 – 10:00

**MINUTES**

1. **CALL TO ORDER** A quorum being present, the meeting was called to order at 7:10 p.m. Directors Blumenfeld, Brooks, Chandlee, Hammons, Haymes, Lewis, McCann, Paknejad, Williams and Woelfel were present.
2. **MISSION STATEMENT**
3. **PUBLIC COMMENT**  
None.
4. **APPROVAL OF AGENDA**  
Upon motion made by Director Hammons and seconded by Director Lewis, the agenda was approved with the change of adding Item 7.3 – The December Board meeting date change.(10-0-0).
5. **CONSENT AGENDA**  
Upon motion made by Director Hammons and seconded by Director Williams, the Minutes of the October 18, 2011 Regular Meeting were approved (10-0-0).
6. **COMMUNICATIONS**
  - 6.1 **Staff Report:** Director Hammons reported that she and Sibyl Buckner attended a day of meetings with the American Montessori Society in preparation for the Annual Conference which will be held in San Francisco this year. Fall parent conferences have concluded and everyone is looking forward to Thanksgiving break.
  - 6.2 **Facilities Report:** The solar panels are in and the project is almost done.
  - 6.3 **Treasurer's Report:** Director Woelfel reported that there are no new financials and that we are getting ready for the audit.
  - 6.4 **CFEP Report:** Director Fisher's report stated the donations as of 11/14/11 are \$40K in hand with a total of \$60K pledged (including the 40K in hand). Participation is at 46%. The Alumni Giving campaign went out two weeks ago; one donation so far. Fundraisers- Fresh & Easy 11/28, Mary's Pizza Shack 11/30, Paper Scrip/gift cards – on sale late Nov., early Dec. Rocco's Dining out brought in \$450+ and movie night (11/28) brought in almost \$1000 profit. Final profit not yet known from Fall Fest. Next PEAK event – Turkey Trot on Thanksgiving morning.
  - 6.5 **Other Board Communications:** Director Woelfel attended CSDC Conference and really enjoyed it and how informative it was. She learned more about Board Governance, Robert's Rules and our liability, etc.
7. **ITEMS FOR BOARD CONSIDERATION**
  - 7.1 **The matter of Director's and Officers Insurance:** This was reported in September. We are covered for one year.
  - 7.2 **The matter of staff compensation:** This matter was discussed. The Board will vote on this at a Special Meeting to be held Tuesday, 11/29.
  - 7.3 **The matter of changing the December meeting date:** Upon motion made by Director Hammons and seconded by Director Blumenfeld, the board voted to move the December 20<sup>th</sup> meeting to December 13<sup>th</sup> (10-0-0).
8. **ADJOURNMENT**  
Upon motion made by Director Hammons and seconded by Director Lewis, the meeting was adjourned at 8:23p.m. (10-0-0).

  
Jennifer Williams, Secretary

Approved: 12.13.11