

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

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

July 15, 2014
6:20 -8:35.m.

MINUTES

- 1. CALL TO ORDER** – Director Hammons called the meeting to order at 6:20 PM, Dir. Brooks seconded (7-0-0) with Directors Brooks, Buckner, Hallquist, Hammons, Lewis, Lisy-Wagner, and Segrove present. Director Woelfel arrived at 6:25 PM.
 - 2. CLOSED SESSION-** No public was present. The meeting entered closed session with a motion from Dir. Segrove, seconded by Dir. Hammons (7-0-0).
 - 3. CLOSED SESSION**
- RECONVENE TO OPEN SESSION**
- 1. CALL TO ORDER-** Dir. Segrove moved to reconvene to open session at 7:00 PM. The motion passed with a second from Dir. Lewis (8-0-0). Directors Brooks, Buckner, Hallquist, Hammons, Lewis, Lisy-Wagner, Segrove, and Woelfel were present.
 - 2. MISSION STATEMENT-** Dir. Lisy-Wagner read the mission statement.
 - 3. REPORT OF CLOSED SESSION-** Dir. Segrove reported on closed session.
 - a. The Board considered the matter of student allergies. No action was taken.
 - b. The Board considered the matter of a staff stipend. Dir. Hammons recused herself during discussion and voting. Dir. Woelfel moved to make the stipend for Hammons and May \$3000 each and Dir. Lewis seconded (7-0-1).
 - 4. PUBLIC COMMENT-** Heather Olson, a prospective parent, spoke.
 - 5. APPROVAL OF AGENDA-** The agenda was approved with a motion by Dir. Woelfel, with the removal of 6.1. Dir. Hallquist seconded. (8-0-0)
 - 6. CONSENT AGENDA**
 - 6.1 Minutes of the June 30, 2014 Special Board meeting were approved via motion by Dir. Segrove with corrections. Dir. Brooks, Hammons, and Lisy-Wagner abstained. Dir. Buckner seconded (5-0-3).
 - 7. OFFICER ELECTIONS**

Officer elections occurred by secret ballot.
 - 8. COMMUNICATIONS**
 - 8.1 Dir. Hammons reported on the need to increase supply donations to \$100 and the hiring of new teachers including Tai Chi, strength-training and dance instructors.
 - 8.2 Dir. Segrove reported on Prop 39 Grant of \$50,000. Dir. Segrove is requesting the district provide a letter assuming all reporting responsibilities for the grant. Dir. Segrove also reported on the new data drops and server.
 - 8.3 Dir. Hammons reported on the audit. Dir. Woelfel reported on class size reduction allocations.
 - 8.4 Dir. Buckner reported on the CFEP treasurer’s report, CFEP Officer positions, and Annual Giving campaign.
 - 8.5 Dir. Segrove reported on the board retreat on August 11 and August 12th. The board reviewed the proposed agenda.

9. ITEMS FOR BOARD CONSIDERATION

9.1 The Board considered the following amendments to the Eagle Peak Montessori Corporate Bylaws:

- a. Section 3(e): Include email as a mode of communication regarding notices of meetings.
- b. Section 4: Amend bylaws to eliminate Director term limits.
- c. Section 8: Amend time of regular meetings from 7:00 PM to 6:30 PM.
- d. Section 13: Amend to update number of Directors needed for a quorum from seven (7).

Dir. Segrove moved to approve amending the EPMC by laws sections 3e, 4, and section 8 as presented. The motion passed with a second from Dir. Hammons (8-0-0). The Board did not take action to amend section 13.

9.2 Dir. Segrove moved to appoint the executive committee comprised of president, vice-president, treasurer, head of school and secretary. The motion passed with a second from Dir. Hammons (8-0-0).

9.2 Dir. Woelfel moved to add the Law Offices of Jennifer McQuarrie as a provider of legal services for Eagle Peak Montessori School. The motion passed with a second from Dir. Brooks (8-0-0).

8. ADJOURNMENT- Dir. Segrove moved to adjourn the meeting at 8:35 PM. The motion passed with a second from Dir. Hammons (8-0-0).

Rachel Hallquist, Secretary

Approved: 8/19/14