



Cannon Beach Academy Board Meeting Minutes

Virtual Meeting

Wednesday, Oct 19, 2022 | 6:00 – 7:00pm

Join: <https://meet.google.com/kaf-kswg-kth>

(US) +1 304-548-9035 PIN: 141579204#

Board Members: President Phil Vincent, Vice-President Sean Radway, Treasurer Barb Knop, Secretary Alec Holser, Board Member Christine Coulter, guest Suzi Guis

Quorum is present.

Director : Ryan Hull

Approval of tonight's agenda Barb Knop moves to approve the agenda, Sean Radway seconds, motion is approved.

Approval of previous meeting minutes September 21 and special Special Board Meeting Oct 19th, 2022 Barb Knop moves, Sean R seconds, motion is approved.

Nomination of New Board Member Barb Knop moves to nominate Suzi Guis as a member of the Cannon Beach Academy Board. Sean Radway seconds, motion is approved. Suzie takes the pledge.

Review/approval of financials:

- **P&L and Balance Sheet** Sean Radway moves to approve, Christine Coulter seconds, motion carries
- **Expenditure report** Sean Radway moves to approve, Alec Holser seconds, motion carries
- **Journal Entries-** Sean Radway moves to approve, Christine Coulter seconds, motion carries
- **Petty Cash reconciliation** There was no Petty Cash transactions
- **Funds transfers -** MM to checking account # *7328 in the amount of \$23,217.29
MM to checking account # *5881 in the amount of \$14,270.52

Sean Radway moves to approve, Alec Holser seconds, motion carries

Directors Report

- **Star Testing** is in the first week of October and there are three per year
- **After School Clubs** - are underway. Monday OBOB with 8 to 9 participants, Tuesday the third year of Dungeons and Dragons with 12 participants, Thursday the new Running Club. Ms. Kiefe and Reider will be running with the students (all ages). Great to cover all the areas of intellectual, creativity/imagination and exercise in after school programs
- **First PTO meeting** with 8 or 9 Parents ready to go. They have set Trunk R Treat for Oct 31st 1:45 and a monster bash after.
- **Vision Screening** – Seaside school district wanted us to come and do vision screening with help of PTO. We got about 20 students up to Seaside. David Harris, Ananda Flowers both helped carpool extra students.
- **Outdoor school** this week for 5th graders - they are in Salem with the class from Pacific Ridge in Seaside. Seaside teachers reached out to us. They got a grant for all the students so no charge. Barbara said that the cooperation is great

Old Business

- **Policy update** - Jennifer update- now creating editable PDF files. We should have a set of new Policy documents by the next board meeting. In future we can update easily with editable documents

- **Audit update** - Jennifer updated that according to the auditors they have made good progress and no hang ups. Brad Turano / Poly Rogers - we are making excellent progress and waiting for some review by Seaside SD
- **Website** - We need to set up a committee / teachers to help with ideas. PTO has some parents that are interested – Ryan will forward those names to Phil V.
- **Side Deck Ramp project**- existing boards are bowing – got two bids – Coaster construction was the lowest – if we don't need to replace the undercarriage we are on target for being within the \$11,610 Grant funds- if we did need to replace the under structure, then it would be about 4,170 k over the grant. The Coaster project manager is trying to get it done in the winter break. There was a discussion about obtaining additional bids, however it was noted that timing was important due to the potential safety hazard of the existing condition. Alec H. moves to approve the contract to the amount not to exceed the amount of \$11,610. Sean R. seconds, Motion carries
- **PTO budget** - currently PTO does not have a budget from the general school budget- Ryan asked if we should provide some type of small budget. They are not a separate 501c. Barb with our enrollment numbers we don't have a budget for additional expenses with lower enrollment. They are getting going on fundraisers - amazon smiles, fred meyer and boxtops. Their fundraising is to support for students- field trips, events
- **Publication Cannon Beach Gazette**- they are open to a monthly column - however Ryan is fully dedicated to school needs but if Board members wanted to take turns that would be great. No decision was made. There is a billing for \$480 for the advertisement. Three board members have agreed to donate to cover the cost.
- **Board Meeting Time** - It was confirmed that Wednesday at 6 pm remains a good time. In person if possible.

New Business

- **None**

Good of the order- None

Adjourn