

# All Saints' Episcopal School

## Board of Trustees Meeting

August 17, 2023

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- I. Call To Order: by Board Chairman Kris Yarlett at 8:04 am
- II. Invocation: Mo. Gigi Sharp
- III. Roll Call: **Present (8/17)**: Kris Yarlett, Steven Sorrell, Whitney Drees, Paul LeBel, Fr. Mark Holland, Mo. Gigi Sharp, Kathy Jones-Terry, Joey Barnard, John McClellan, Brittany Schulz (zoom), Ethyl Rhodes. **Absent/Excused**: Katherine Strate-Smith, Paige Munroe-Mattocks
- IV. Approval of Minutes:
  - A. **Motion** to approve minutes Mo. Gigi Sharp; 2nd Paul LeBel; **Motion carried.**
- V. Committee Reports:
  - A. Executive Committee (Chair Kris Yarlett)
    1. Committees have now been assembled- chairs to send emails within the next month to start the flow of communication
  - B. Finance Committee (Chair Joey Barnard) – met 8/15/23
    1. Need to review tuition discounts for faculty
    2. General Finance Update
      - a) **Motion** by Joey Barnard for approval; 2<sup>nd</sup> Paul LeBel. **Motion carried.**
    3. Delinquent accounts
      - a) Three accounts are to be turned over to collections (students no longer enrolled)
      - b) Dr. Sorrell has payment plan agreements with the remaining currently enrolled families
    4. Father Smokey – will continue receiving \$1K payments every month going forward
      - a) **Motion** by Mo. Gigi for approval; 2<sup>nd</sup> Kathy Jones-Terry. **Motion carried.**
    5. Line of Credit – need to renew the line of credit with Hometrust Bank
      - a) **Motion** by Joey Barnard for approval; 2<sup>nd</sup> John McClellan. **Motion carried.**
  - C. Institutional Advancement Committee (Chair Brittany Schulz) – no new reports.
  - D. Governance Committee (Chair Paul LeBel) – no new reports.

- E. Building & Grounds Committee (Chair Joey Barnard)
  - 1. Ed Hale requesting re-annexation of soccer field due to business wanting to build on the corner of Sugar Hollow (sewer access)
    - a) The school building is in the city limits while the soccer field is in the county
    - b) Annexation would increase our property taxes; Paul is going to pursue a tax exemption

- F. Long Range Planning Committee (Chair Katherine Strate-Smith)
  - 1. The conference call was completed last month regarding possible benefits for faculty
  - 2. The next step is to survey faculty and get a quote (insurance, retirement savings)

G. Religious Life Committee (Chair Fr. Mark Holland) - no new reports.

VI. Head of School Report:

- A. Current enrollment at 140
- B. The governance committee needs to update handbooks before re-accreditation next year
  - 1. Specific areas to revise:
    - a) Faculty/Staff Handbook - tuition remission
    - b) Student Handbook - Vaccination policy
- C. GEER grant - 6 of 13 projects have now been completed
  - 1. Cameras to be installed this week
  - 2. Network wiring will occur over fall break when the building will be empty
  - 3. New signage from Morristown Signs
  - 4. Choral risers to be purchased for concerts/presentations
- D. Security grant – will find out today or tomorrow the exact amount we will receive
  - 1. New security fence around entrances
    - a) The quote is \$48K for a black 6ft aluminum fence that will extend from the side of the building to the rear and fully enclose the playground area
  - 2. Impact-resistant film on exterior doors
    - a) The film is rated “mid-level” – is considered riot resistant (15-30 minute response window)
    - b) Quoted \$8K- \$17K, depending on which doors/windows we want covered

3. **Motion** to begin work as soon as funds are determined by Paul LeBel, 2<sup>nd</sup> Kathy Jones-Terry. **Motion carried.**

E. Consultant Pat Taylor to come in and do a review of the school and assist with HOS first-year counseling free of charge

1. **Motion** to pay for hotel/travel expenses Mo. Gigi Sharp, 2<sup>nd</sup> Kathy Jones-Terry. **Motion carried.**

VII. Adjourn: **Motion** by Mo Gigi Sharp; 2<sup>nd</sup> John McClellan. **Motion carried** at 8:56 AM.

**The next ASES BOT meeting is September 21, 2023.**

Respectfully submitted,

Whitney Drees, Board Secretary