



**Thomas MacLaren School**  
**Board of Directors Meeting**  
**October 27, 2022**  
**Minutes**

**Approved**

*The meeting took place in Room #314 at Thomas MacLaren School, 1702 N. Murray Blvd., Colorado Springs, CO 809015*

- I. **Call to Order:** Mr. von Boeck called the meeting to order at 4:00 p.m.
  - A. **Roll Call**
    - a. Board members: Paul von Boeck, Diane Borre, Meredith Wardwell Sherman (by phone), Dawn Conley, Carol Neel, Khristine Prickett Vadala  
Staff members: Mary Faith Hall, Ben LaBadie, Bridget Rector, Tim Pingel, Katie Maslow, Jared Gonzalez, Laura Hassell, Lori Richardson
    - b. Guests: Tom Sistare - Auditor, John Brendza - CSI
  - B. **Public Comment:** None
  - C. **Approval of Agenda**
    - a. Motion to approve the agenda with the addition of revising the Concurrent Enrollment Policy which was postponed last month. Khristine Prickett Vadala motioned. Diane Borre seconded. Unanimous approval.
    - b. **Approval of September Minutes:** Diane Borre motioned. Khristine Prickett Vadala seconded. Unanimous approval of the September meeting minutes.
- II. **Policy Review**
  - A. **Auditor's Report:** Tom Sistaire of Hoelting and Co. reported to the Board that his firm has again issued a clean audit for MacLaren. He explained two new regulatory changes and re-explained how PERA is reported. He noted that the school is in solid financial position, with revenues exceeding expenses. Mr. von Boeck asked if the audit had been submitted to CDE; Mr. Sistaire confirmed that it had been submitted to both CDE and CSI.
  - B. **Approval of Revised CHRI Policy:** A motion was made to approve the revised policy. Khristine Prickett Vadala motioned. Dawn Conley seconded. Unanimous approval.

- C. **Approved revised concurrent enrollment:** A motion was made to approve the revised policy. Khristine Pricket Vadala motioned. Diane Borre seconded. Unanimous approval.

### III. **Board Training**

- A. **Financial Responsibilities of a Board:** John Brendza, a consultant with both CSI and the League, described the urgency of Board financial oversight. He explained that the top reasons schools close are poor financial oversight and poor School and Board leadership. He highlighted some lessons-learned from another school that has struggled with Board leadership which resulted in financial mismanagement. He pointed the Board to Module 5, which outlines questions that a Board should ask to ensure proper oversight. From his review of our policies and procedures, he said MacLaren was doing an outstanding job following best practices. Mr. von Boeck asked what Board members could do to help Board members stay on track with this important work. Mr. Brendza responded that the Board should make sure that the strategic plan goals align with top finance priorities (which the School is doing) and pursue ongoing professional development opportunities (the League conference, etc.).

### IV. **Status Reports**

- A. **E.D. Report:** Mrs. Hall noted that we met our enrollment goal.
- B. **Dashboard:** Mrs. Hall noted that the Board would receive an extensive enrollment and finance update at the Board retreat.
- C. **Finance Committee:** Ms. Borre noted that the financial look on track.

### V. **Announcements**

- A. Annual Board Retreat: November 5
  - B. Next Board meeting: December 1, 4:00 p.m., Zoom
  - C. Mrs. Conley announced a \$1,800 donation from Philharmonic Guild to be used for instrument upgrades in the Orchestra program.
- a. **Motion to Adjourn:** Mr. von Boeck adjourned the meeting at 5:16 p.m.

Respectfully submitted by:

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Laura Hassell, Director of Operations

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Date