

Greenwood School

Minutes of the Board of Trustees

December 9, 2009

Attendance: Frank Anderson, Brian Chadbourne, Scott Hamilton, de Borah Jones, Colleen Kane-Dacri, Merel Kennedy, Danica Remy, Peggy Rock, Patricia Rudd, Robert Schiappacasse, Marcy Summers, Cynthia Ulman

Absent: Carl Spitzer

The Board meeting was called to order at 2:30 p.m. at Tamalpais Bank.

1. Minutes

Minutes of meeting have been approved through November and will be posted.

2. Board Calendar

Danica reviewed a draft Board calendar and received several suggestions:

- Add risk management review along with generic policies review.
- Do not plan a July meeting – schedule new Board orientation in June.
- Integrate layers in a calendar to avoid conflicts and synchronize Board calendar with school-wide, major class events, development, and outreach.

The Board discussed the role of committees to advance Board work and to bring information in a consistent format on a planned schedule.

The Board discussed the budgeting and financial planning timeline. Faculty chair requested help in starting process of planning for next year's budget and setting priorities – Danica and Cynthia to develop a framework for review with Frank, de Borah, Robert, and Marcy.

3. Director's Report

Board went into Executive Session to discuss legal and collections matters.

CONCORDANT DECISION – Approved. Board empowers Executive Committee of the Board to make decisions and reach settlements on the collections issue.

4. Site Committee Report

The Board discussed new developments with the Spiritual Healing Center project, a longer-term alternative site, and timeline for renegotiating the Buena Vista lease.

End of Executive Session.

5. Finance Committee Report

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Frank reviewed with the Board a preliminary tuition increase proposal for 2010 – 2011 based on a rough budget estimate and enrollment target. Patty is drafting a new enrollment agreement for Board approval at January meeting. It will need legal review agreement to check for compliance issues.

6. Governance Committee Report

Danica reported that she, Colleen, and Cynthia met with Faculty Committee regarding bylaws, and next week will meet with Executive Committee with first draft language on some areas.

7. Nominating Committee Report

Cynthia reported on Nominating Committee composition and process.

CONCORDANT DECISION – Approved. Board names Merel Kennedy to join the committee, along with Peggy Rock, Cynthia Ulman, Robert Schiappacasse, Colleen Kane-Dacri.

8. Development Committee Report

Patricia reported on Giving Tree campaign progress, proposed that the Winter Faire budget move from Development to Outreach for 2010 – 2011, and reminded trustees of the importance of Board members coming to development events and serving as ambassadors.

9. Board/Community Forum

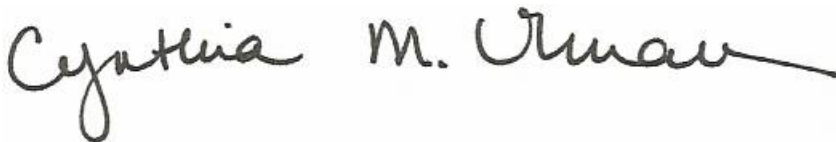
Event is planned. No discussion.

10. Board Self Evaluation

Colleen reminded group of need to complete Board Evaluation for 2009.

The meeting adjourned at 6:00 p.m.

Submitted by



Cynthia Ulman
Board Secretary