

**OAK HILL MONTESSORI COMMUNITY SCHOOL
BOARD OF DIRECTORS MEETING – VIRTUAL
WEDNESDAY, DECEMBER 21, 2022 – 7:00 P.M.**

Board Members Present: Lillyan Hoyos, Juli Rubin, Erin Doan (non-voting, ex-officio), Matt Howell, Anne Wussler, Kim Vappie, Jason Eggers, Chris Kindler, Mary Wilcox (joined at 7:07pm)

Board Members Absent:

Other Attendees: Dave Peterson (MOChA), Aaron Nielsen (MMKR), Joseph Sovine (EdFin)

Meeting called to order by Lillyan Hoyos, Board Chair, at 7:04 pm.

AGENDA

Public Comment Period:

No public comments.

Consent Agenda

- Previous Meeting Minutes (November 21, 2022)

JULI MADE A MOTION TO APPROVE DISCUSSION OF THE CONSENT AGENDA EMAILED TO BOARD ON DECEMBER 16, 2022. MATT SECONDED THE MOTION.

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox (Absent)		
Kindler	X	
Vappie	X	

- Consent Agenda packet was sent to members for review via email.

JULI MADE A MOTION TO APPROVE THE CONSENT AGENDA EMAILED TO THE BOARD ON DECEMBER 16, 2022. ANNE SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

Financial Statements Audit and Management Reports- Aaron Nielsen (MMKR)

Aaron Nielsen walked through the audit report. Recommended adding delegation of authority for electronic transfers at annual meeting each year. Matt asked who the person delegating should be. Joseph (EdFin) indicated it was at the board level, but then they can delegate to the ED moving forward.

Mary asked if no qualified opinion was there because we used a 3rd party auditor. Aaron confirmed yes.

MATT MADE A MOTION TO ACCEPT THE FINANCIAL STATEMENTS AUDIT AND MANAGEMENT REPORT PRESENTED TO THE BOARD ON DECEMBER 21, 2022. MARY SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

Financial Packet Review –Matt

EdFin emailed financial review of Balance sheet, Income Statements, Fund Level Details, Check Register, Cash Flow for November 2022.

Mary asked about food service shortage. Erin clarified that it is the overhead coverage for food service. Families only pay for cost of food, not the overhead to staff the kitchen.

MATT MADE A MOTION TO APPROVE THE NOVEMBER 2022 FINANCIAL PACKET SENT TO THE BOARD ON DECEMBER 16, 2022. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

Money Market Account Discussion – Matt

OHMCS has a general checking and money market fund. MMF has a \$10/month fee, but the account gets very little to no interest. It is not cost beneficial to keep it open.

MATT MADE A MOTION TO CLOSE THE OHMCS MONEY MARKET FUND AS PROPOSED TO THE BOARD ON DECEMBER 16, 2022. MARY SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

OHMCS Annual Report – Erin Doan

Erin walked through the OHMCS annual report, including the WBWF annual summary. This gets shared with Authorizer and is published on the website.

LILLYAN MADE A MOTION TO ACCEPT THE DRAFT OHMCS ANNUAL REPORT PRESENTED TO THE BOARD BY ERIN DOAN ON DECEMBER 21, 2022. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

Executive Director Updates – Erin

Met with licensure committee to go through licensing activities. Teacher development and evaluation – we have been doing informally the first year. In January, we will be building that out more formally.

Chair Updates – Lillyan

Erin, Mary, and Lillyan met to develop plan for creating ED goals and evaluation process. More will be coming in January.

Authorizer Comments

Dr. Peterson – reiterated that this board is part of a government structure. They are looking at academic performance, governance, finance. It was a pleasure to see all these working together well.

Adjourn

Since there is no outstanding business Lillyan adjourned the meeting 8:20 p.m.

The next OHMCS Board Meeting is Wednesday, January 23, 2023 at 7:00 p.m.

Respectfully Submitted by Juli Rubin, OHMCS Board Secretary