

PACIFIC CHARTER INSTITUTE

Board of Directors

Gary Borden, J.D., Rex Fortune, Ph.D, Jean-Paul Prentice, Wei Hsieh, Judy Miller, Kevin Smith-Fagan

MINUTES

DATE & TIME: Tuesday, December 9, 2014 @ 10:00 a.m.

LOCATION: 6450 20th Street, Rio Linda, CA 95673
Board Room Phone Number: 866-992-9033, ext. 3002

1. **Call to Order:** President Smith-Fagan called the meeting to order at 10:00 a.m.

Roll Call: Directors Present - Borden, Hsieh, Miller, Smith-Fagan
Directors Absent - Fortune, Prentice

2. **Adoption of Agenda:** APPROVED as presented.

Motion: Miller **Vote:** Unanimous
Second: Hsieh

3. **Public Comments:** None

4. **Unfinished Business:** None

5. **Adoption of Minutes:**

1. APPROVED: June 9, 2014 Special Meeting as presented.

Motion: Miller **Vote:** Unanimous
Second: Hsieh

2. APPROVED: July 24, 2014 Special Meeting as presented.

Motion: Miller **Vote:** Unanimous
Second: Hsieh

3. APPROVED: September 9, 2014 Regular Meeting as presented.

Motion: Miller **Vote:** Unanimous
Second: Hsieh

6. **Business Items:**

1. APPROVED: Audit Report – June 30, 2014

Motion: Hsieh **Vote:** Unanimous
Second: Miller

2. APPROVED: First Interim Report 2014-15

Motion: Miller **Vote:** Unanimous
Second: Hsieh

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6. Business Items (Continued):

3. APPROVED: Second Reading - Proposed Bylaws for PCI
Motion: Miller **Vote:** Unanimous
Second: Hsieh

7. Reports/Communications: Staff and board members discussed the following items:

1. Site Plans – Mr. Reid, Learning Analyst
2. HPCS WASC Recap – Dr. Keefer, Executive Director
3. Growth and Stability – Dr. Keefer, Executive Director
4. Board Retreat Discussion – Dr. Keefer, Executive Director
5. Staff Survey: Executive Director – Mr. Kevin Smith-Fagan, Board President
6. Administrative Salaries – Presented by Mr. Smith-Fagan, Board President, in the absence of Director Prentice.

8. Future Meetings: January 24, 2015 Special Meeting, 9:00 a.m.-3:00 p.m.
Location: to be announced

9. Adjournment: President Smith-Fagan adjourned the meeting at 12:22 p.m.

Respectfully submitted,

Kevin Smith-Fagan, President
Board of Directors

Adoption Date