

PACIFIC CHARTER INSTITUTE

Board of Directors: Gary Borden, J.D., Rex Fortune, Ph.D.,
Denise Hexom, Ph.D., Jean-Paul Prentice

MINUTES

DATE & TIME: Tuesday, August 31, 2010 @ 1:00 p.m.

LOCATION: 3600 Madison Avenue, Suite 59, North Highlands, Ca 95660

1. **CALL TO ORDER:** The meeting was called to order by President Fortune at 1:00 p.m.

Roll Call: Directors Present: Borden, Fortune, Hexom, Prentice

2. **ADOPTION OF AGENDA:** Approved as presented.

Motion: Prentice **Ayes:** Fortune, Hexom, Prentice, Borden
Second: Borden **Noes:** None

3. **CLOSED SESSION:** The Board adjourned into closed session at 1:08 p.m. to discuss:
 1. Public Employee Performance Evaluation, Executive Director, (G.C. 54957)

The Board returned to Open Session at 2:45 p.m. at which time President Fortune announced that no action had been taken in closed regarding Item #1. However, a Special Meeting for September 7, 2010 at 5:00 p.m. has been scheduled to conclude discussions on the Director's evaluation.

4. **PUBLIC COMMENT -** None

5. **APPROVAL OF MINUTES**

1. **APPROVED** June 15, 2010 Regular Meeting as presented.

Motion: Borden **Ayes:** Fortune, Hexom, Prentice, Borden
Second: Hexom **Noes:** None

6. **BUSINESS ITEMS**

1. **APPROVED** Appointment of Mr. Al Griffith to Board of Directors

Motion: Hexom **Ayes:** Fortune, Hexom, Prentice, Borden
Second: Prentice **Noes:** None

2. **TABLED** Revised Organizational Chart

6. BUSINESS ITEMS (Continued)

3. **APPROVED** Unaudited Actuals 2009/2010

Motion: Hexom **Ayes:** Fortune, Hexom, Prentice, Borden
Second: Prentice **Noes:** None

4. **ELECTED** Jean-Paul Prentice, as Vice President of Board of Directors.

Motion: Hexom **Ayes:** Fortune, Hexom, Borden
Second: Borden **Abstained:** Prentice
Noes: None

7. Unfinished Business - None

8. REPORTS/COMMUNICATIONS

1. **TABLED** Update: Strategic Plan
2. **TABLED** Update 2009/2010 SY
3. **Star Test Review** – Dr. Woodbeck presented information on this item.
4. **Position Control** – Dr. Keefer, presented copies of the new Position Control Form that will be used by all site/program leaders to request new or additional staffing for their sites.

- 9. FUTURE MEETINGS:** September 7, 2010 @ 5:00 p.m. Special Meeting
October 5, 2010 @ 1:00 p.m. Regular Meeting

- 10. ADJOURNMENT:** 3:00 p.m.

Respectfully submitted,

Rex Fortune, Ph.D., President
Board of Directors

Adoption Date