PACIFIC CHARTER INSTITUTE

Board of Directors: Gary Borden, J.D., Rex Fortune, Ph.D, Jean-Paul Prentice, Wei Hsieh, Judy Miller

MINUTES

DATE & TIME: Friday, September 14, 2012 @ 10:00 a.m. LOCATION: 6450 20th Street, Room 7, Rio Linda, CA 95673

Board Room Phone Number: 866-992-9033, ext. 3002

1. Call to Order: Secretary Wei Hsieh called the meeting to order at 10:03 a.m. in

the absence of President Rex Fortune.

Roll Call: Directors Present: Gary Borden (via teleconference), Wei Hsieh, Judy Miller

Directors Absent: Rex Fortune, Jean-Paul Prentice

2. APPROVED: Adoption of Agenda as presented.

Motion: Borden Vote: Unanimous

Second: Miller

3. Hearing of Parties Desiring to Address the Board and/orPresent Petition: None

4. Unfinished Business: None

5. Adoption of Minutes

1. APPROVED: June 28, 2012, Special Meeting as presented.

Motion: Borden Ayes: Hsieh, Miller

Second: Miller **Abstained:** Borden (Absent 6/28/12)

6. Business Items

1. APPROVED: Resolution #1/2012-2013 Issuance of 2012 Revenue Anticipation Notes

Motion: Miller Ayes: Unanimous

Second: Borden

2. APPROVED: Consolidated Application

Motion: Borden Ayes: Unanimous

Second: Miller

3. **APPROVED:** Lease – Elk Grove Learning Center, as included in current board packet giving the CEO, Dr. Keefer, the discretion to make amendments to the document and execute the lease so long as the risk of the lease does not exceed cost of lease payment overlap in the amount of \$25,000.

Motion: Borden Ayes: Unanimous

Second: Miller

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Business Items (Continued):

4. **APPROVED:** Board of Director's Election of Officers, to continue as is for the 2012-2013 school year. (President – Dr. Fortune; Vice President – Jean-Paul Prentice; Secretary – Wei Hsieh; Treasurer – Gary Borden).

Motion: Miller Ayes: Unanimous

Second: Borden

5. **APPROVED: Regular Board Meetings 2012-2013 SY -** Tuesday, October 23, 2012; Thursday, December 13, 2012; Thursday, March 7, 2013; Friday, June 14, 2013. All meetings will begin at 10:00 a.m. at 6450 20th Street, Rio Linda, CA 95673. Special meetings may be called as deemed necessary the the board president.

Motion: Miller Ayes: Unanimous

Second: Borden

- **7. Reports/Communications:** The following staff members presented written and oral presentations as follows:
 - 1. Fiscal Update Mrs. Cameron, COO
 - 2. Unaudited Acutals 2011-2012 Mr. Pastore, Business Manager
 - 3. Curriculum Update Dr. Nichols, CAO
 - 4. Upcoming Conferences Dr. Keefer, CEO
 - 5. Organizational Report Dr. Keefer, CEO
- **8.** Closed Session: Secretary Hsieh announced that the board would meet in closed session to discuss the following item. Closed session was called to order at ll:45 a.m.
 - 1. Conference with Legal Counsel Pending Litigation (1 Case) (G.C. §54956.9(a))
- **9. Announcement of Actions taken in Closed Session:** The board adjourned to open session at 12:06 p.m. at which time Secretary Hsieh announced that no action had been taken by the board.
- 9. Future Meetings: October 23, 2012 @ 10:00 Site Plans and Organizational Review
- **10. Adjournment:** 12:10 p.m.

	Respectfully presented,	
	Rex Fortune, President	
Adoption Date	Board of Directors	