



**GEIST MONTESSORI ACADEMY  
BOARD OF DIRECTORS  
BOARD MEETING MINUTES**

**Meeting Location**

**6058 W. 900 N.**

**McCordsville, IN 46055**

**Wednesday, October 27, 2021**

**5:30 pm**

**via Zoom Link: [Join Zoom Meeting](#)**

**BOARD OF DIRECTORS**

Lacey Willard – President | Uriah Ellis – Treasurer | Debi Dobbins – Secretary  
Melanie Linder – At Large | Erika Radford – At Large

1. Pledge of Allegiance
2. Welcome and Introductions
  - Call to order at 05:31pm
  - Roll Call: All present
  - General Announcements: Standing Agenda; Meeting Format; Chat-In Public Comments
3. Consent Agenda
  - Approval for September meeting minutes will be presented at November meeting
4. Reports
  - Student Representatives: Student Presentation; Student Council
    - Ms. Vickie's Kindergarten Class
      1. Mia:
        - a. Learning site words "of" "a" "the" "one" "to"
        - b. Family Groups: AT & AD
      2. Colin:
        - a. Prediction Book
          - i. Pumpkins by cubes
        - b. Parts of the pumpkin (skin, ribs, stem)
        - c. Showed a picture he drew
  - Executive Director: Enrollment; Activities; Staff; Facilities
    - Market at GMA: very successful event. Save the Date for the spring market: The Market -- 05/21/2021.
    - Middle School kids ran the most successful book fair ever at GMA
    - Enrollment: Pre-K-21; K-48; 1<sup>st</sup>/2<sup>nd</sup>-54; 3<sup>rd</sup>/4<sup>th</sup>-53; 5<sup>th</sup>/6<sup>th</sup>-33; Middle-34
    - New Contract for janitorial services
    - Title IV Innovation Grant – amended

1. Expand Peace Garden space
  2. Purchased stands/umbrellas for picnic tables
  3. Purchased 5 wooden A-frame porch style swings with canopies
  4. Will build a small storage shed to house these items during the winter
- Treasurer: Financial Report
    - Ms. Tina Spencer – Bookkeeping Partners
      1. Net income is down but YTD net income is still positive
      2. The balanced budget is approved; Bookkeeping Plus is awaiting the approved cash flow budget
        - a. Approved parameters for a balanced budget and cash on hand
        - b. Need a document for cash flow purposes (being prepared by Bookkeeping). Once it is prepared, the finance committee will consider and approve the cash flow budget.
      3. Made transfer from Paypal to regular account for receipt of payments from families
      4. Reimbursements have all been submitted
      5. Days of cash on hand: 54 days
    - Ms. Stephanie – Material Fees. Implemented a new online payment statement for material fee collection, which include Pre-K fees. It has been a great solution to collecting the fees and having the ability to track the payments.
    - Finance Committee Meeting. The decreasing cash is a concern. Trying to find ways to generate income for the school and build enrollment, and to also stabilize the expenses. Will be getting a credit from the janitorial service contract that we terminated.
    - CLA Update (State Board of Accounts Audit). Wrapping up the audit already and a much smoother process this year.
  - PTO: The next meeting will occur after today's board meeting to formulate plans for officers and events
  - Committees:
    - Search Committees
    - Board Executive Meeting
      1. Finance Committee (Erika & Uriah)
      2. Operations
        - a. Debi – insurance
        - b. Melanie -- academics
  - Charter Sponsor: Application for Renewal submitted and we will be working with Ball State as they review our application)
5. Old Business: None
  6. New Business: None
  7. Public Comment: None
  8. Adjournment at Uriah motion to adjourn / Debi seconded: 06:00pm