|  |
| --- |
| **February 27, 2020 Board Meeting** |
| **Date and Time** |
| Thursday, February 27, 2020 at 3:30 PM CST |
| **Location** |
| 2627 Westgate Street, Houston, Texas, 77098 |
| **Attendees** |
| |  |  |  | | --- | --- | --- | |  | **Attendee** | **Role** | | **X** | Adrienne Amin | Board Chair | |  | Chris Smith | Vice Chair & Treasurer | | **X** | Mira K. Shah | Secretary | | **X** | Fred Barrera | Board Member | |  | Aaron Dominguez | Board Member | | **X** | Whitney Guarisco | Board Member | |  | Maria Montes | Board Member | | **X** | Portia McKenzie | Board Member | | **X** | Deyvis Salazar | Head of School | | **X** | Jason Edelstein | HCCS’ Attorney | | **X** | Lesa French | HCCS’ Broker | |  |  | Guest | |

**Agenda**

**Houston Classical’s Board Meeting**

Emergency Board Meeting: Thursday, February 27, 2020 | Time: 3:30 – 4:00

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Time** | **Min** | **Topic (s)** | **Lead** | **Materials** | **Action** |
| 3:30 | 5 | Open Meeting, Roll Call, Welcome | Board Chair  Board Secretary |  | **TIME STAMP**  **ROLL CALL** |
| 3:35 | 15 | Review and approve lease agreement | Board Chair/HOS | Lease Agreement | **Vote** |
| 3:50 | 5 | CSS Agreement | Board Chair/HoS/Finance Committee | CSS Agreement | **Vote** |
| 4:00 | 0 | Closing | Chair |  |  |

|  |
| --- |
| **Feburary 2020 Board Meeting Notes** |
| **Meeting Notes** |
| **Start Time: 3:30**   * **Lease Contract**   + Landlord: New Life Baptist Church of Houston   + 14,500 square feet   + We have the ability to remove/cover any religious signage   + Landlord cannot conduct religious events on campus   + **Dates**: April 1, 2020 – June 30, 2027   + No rent until June (free for the first 2 months)   + $15 per square foot + utilities   + Renewal right towards the end of the lease, to renew for another 7 years   + Tenant approval allowance $65,250 (for building improvements)   + Review of exhibits (B – D)   + Landlord will maintain some systems in the building for the first year   + After year 1, up to HC for maintenance   + Landlord will maintain roof, foundation, drives, parking areas, structural areas   + HC is responsible for the condition of the building, soccer field, playground, and raw land   + HC is responsible for the safety and security of employees, guests, etc on premise   + Landlord is responsible for their employees and guests   + Liability is split   + HC has the right to install signage   + HC can sublease or assign the lease – some needs permission, some does not   + HC has the right of first refusal * **Board Approves** the Lease between Houston Classical Charter School and New Life Baptist Church * **Board Approves** Charter School Success as HCCS’ back office provider. Contract was discussed, reviewed, and negotiated prior to meeting.   **End Time: 4:10pm** |
| **Executive Session** |
|  |
| **Action Items** |
|  |