|  |
| --- |
| **October 2019 Board Meeting** |
| **Date and Time** |
| October 15, 2019 | 7:00 PM CST |
| **Location** |
| 2200 Post Oak Blvd. Houston, Texas 77056 |
| **Attendees** |
| |  |  |  | | --- | --- | --- | |  | **Attendee** | **Role** | | **Xx** | Adrienne Amin | Board Chair | | **X** | Chris Smith | Vice Chair & Treasurer | | **X** | Mira K. Shah | Secretary | | **X** | Fred Barrera | Board Member | | **A** | Aaron Dominguez | Board Member | | **X** | Maria Montes | Board Member | | **X** | Portia McKenzie | Board Member | |  | Deyvis Salazar | Head of School | |  |  | Guest | |  |  | Guest | |  |  | Guest | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **October 2019 Board Meeting Agenda** | | | | | |
| **Time** | **Min** | **Topic (s)** | **Lead** | **Materials** | **Action** |
| 7:00 | 5 | Open Meeting, Roll Call, Welcome | Board Chair  Board Secretary |  | **TIME STAMP**  **ROLL CALL** |
| 7:05 | 2 | Approve Board Minutes | Board Chair | Agenda |  |
| 7:07 | 3 | November Visit to Beta | Deyvis |  |  |
| 7:10 | 5 | January Trip to Nashville | Deyvis/Chair |  |  |
| 7:15 | 15 | Update on Fundraising | Board Chair/Secretary/Deyvis |  |  |
| 7:30 | 10 | Deyvis’ update on school’s progress   * Facility * Enrollment and Strategy * Application * Marketing Firm | Deyvis |  |  |
| 7:40 | 10 | Upcoming Board meetings | Deyvis |  |  |
| 7:50 | 2 | Adjournment | Board Chair |  |  |
|  |  |  |  |  |  |

|  |
| --- |
| **October 2019 Board Meeting Notes** |
| **Meeting Notes** |
| **Start Time:** 7:06 PM  **Approve Board Minutes from September**   * Motioned * Amendments   + Change Portia McKenzie Board Member to Guest   + Add Portia McKenzie as approved as a HC Board Member   + Have the minutes reflect the governance committee has accepted the resignation of Austin Muck from the HC board as of September 18, 2019 * Approved   **November Visit to Beta**   * Deyvis to send an updated Doodle with more narrowed-down dates   **January Trip to Nashville**   * January 31st visit to Nashville Classical * Leave Thursday night/Friday morning – to observe NC Friday morning * Spouses are invited * This is not funded by HC   **Update on Fundraising**   * Pushing fundraising event to launch next week, once the video is finalized * Changed from GoFundMe to Fundly due to GoFundMe not recognizing HC as a non-profit * With Fundly, challenges with Stripe – sent IRS letter and EIN number * Fundly is more expensive, with a 4.9% transaction fee * Adding website page for the campaign, as well as updating the “Donate” page * Currently at $50,000 in pledges * Update at the end of the month for Brown Foundation grant request * New grant for new schools to start, that can raise us $200,000   **Deyvis’ Update on School’s Progress**   * **Facilities:** waiting to hear back this week from the facilities about the contract. If we find the contract plausible, it will be sent to the board to review. Lisa to continue to look for spaces. * **Enrollment & Application:** November 1st, application goes live. Deyvis will send a calendar of invites for canvasing events. * **Marketing Firm:** Support targeting mailings. Will use demographics, zip codes, and target family demographics. They will present the strategy and the cost of hiring them. * **Houston Business Journal:** Did an online article, and it’s now going on print on Friday. DS to contact to get the rights to the article to use for promotional materials.   **Upcoming Board Meetings**   * Next meeting is November 21st -- potential to have the back-officer provider attend to present/sit-in * Need to schedule the next 4-5 meetings – adopting the third Thursday of each month   **End Time: 7:37 PM** |
| **Executive Session** |
| **Start Time:**  **End Time:** |
| **Action Items** |
| * Deyvis to send a new Beta Academy Doodle * Add a media section to website (DS/AA/MKS) * ALL to review the Fundly page for the fundraising campaign * Deyvis to get resignation letter from Austin Muck |