

Ivy Hawn Board Meeting  
June 24<sup>th</sup>, 2019  
**MINUTES**

**ATTENDEES:**

Kelly Conway, April Atkinson (phone), Michelle Chin, Greg Ruffin, Desiree Drager, Annette Martinson, Curtis Fuller

Meeting was called to order at 6:04 pm by Michelle Chin

**Public Comment**

None

**Approval of Minutes**

The minutes from the following meeting were read and discussed: June 6<sup>th</sup>, 2019

- Motion to approve – Annette Martinson
- Seconded the motion – Michelle Chin
- All approved.

**Transition Plan**

Mrs. Conway discussed extending Natalie Turpin's financial services for one additional month to ensure the school has the information needed for our audit and a smooth transition for payroll. We have contacted ADP to begin the transition from Charter School Financial to ADP for payroll. Mrs. Conway explained the need to add an additional clerk to help with payroll on the school side. In order to pay for this, we will use the salary that was going to be allocated for an additional campus advisor. Mrs. Conway then discussed the amended budget for the 2019-2020 year.

**Motion to extend Natalie Turpin's contract until July 31<sup>st</sup>**

- Motion to approve – Annette Martinson
- Seconded the motion – April Atkinson
- All approved.

**Motion to approve the amended 2019-2020 budget with the inclusion of an FTE clerk and removal of one campus advisor**

- Motion to approve – Annette Martinson
- Seconded the motion – April Atkinson
- All approved.

### **Financial/Bond/Construction Update**

The proposed front design for the school was presented. The design will go forward in front of the Lake Helen Historical Board tomorrow morning for approval. Plans are waiting to be approved by the city. The school is meeting with Building Hope tomorrow to work on transitioning the financials.

### **Insurance Presentation**

Mark Honaker from Morse Insurance Agency came to present a policy plan for our building insurance. The board also looked at our current insurance company, Egis, and their proposed policy plan for the 2019-2020 school year. The board decided to have Mrs. Conway meet with Curtis from Building Hope and make the final decision on insurance.

- Motion to approve – Annette Martinson
- Seconded the motion – Michelle Chin
- All approved.

Meeting Adjourned: 8:33pm