



1200 Toolebeck Rd
Aiken SC 29840
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KNO
2/4/2020

HCA Board Meeting Minutes- 1.28.2020, HCA Commons Area

Present:

Kevin Murray, President
Jenny French, Vice President
Michelle Bulmer, Secretary

Rosalyn Bowman, Treasurer
Jennifer Abraham, Member
Jennifer Heverly, Member

Robert Fazekas, Member
Yolanda Dortch, Member
Brittney Jackson, Member

Meeting called to order - 6:00 PM (K. Murray)

- Dr. Ann Marie Taylor (Invocation)
- Mr. Murray (Pledge of Allegiance)
- Mrs. Bulmer (Mission Statement): "Our mission is to create a challenging learning environment with high academic and social expectations through developmentally appropriate, flexible, and innovative instruction that allows each student to realize and confidently possess their full potential."
- Bulmer motioned to go into executive session to discuss Temp Buildings, Project manager, and civil engineer contracts. French 2nd. All approved.

Approve minutes

- 12/17/19 Mtg Minutes Approval- French motioned. Jackson 2nd. All approved.

Finance Report:

- Accounting Report- Dr. Taylor briefed our current balance sheet and finance report. All on schedule for the budget. Murray requested info on cost savings for not having accountant come in monthly. Dr. Taylor will report findings at the February meeting.

Executive Director Report:

- Summer Projects- R & R Fund- We haven't used this fund for anything yet. It is set aside for Repairs & Replacements. Dr. Taylor requests to use this fund for current building repairs-painting the commons areas and refinishing the commons area floors. The floors have major cracks, are deteriorating, and are difficult to maintain. Dr. Taylor requests to epoxy the floors with a marbled look in all commons areas. Will cost \$80K-\$90K. This option costs less than tile and other flooring options she considered. Dr. Taylor proposes to build the fund back up with a monthly distribution from the general budget. French motioned to approve the use of R&R budget to repair the floors and painting. Bulmer 2nds.
 - Fazekas is concerned about the expenditure for floors without knowing where we stand on roofing situation. Dr. Taylor says roofing situation is progressing along but no concrete information as of now.
 - Abraham asked if there is time to wait on the floor decision until we hear more information about the roof.
 - Dortch asked how many bids on the projects were collected. Dr. Taylor said she looked at 4 or 5 bids. But only one stands out that will do what we want as far as 15yr staying power on the floors.
 - Fazekas Motions to table the decision on repairing the floors with the R&R Fund- Dortch 2nds. All approved.
 - French motions to approve the painting cost come from the R & R Fund- Heverly 2nds. All approved.
- Salary Schedule Updates- Dr. Taylor created a schedule of stipends for transparency. Dr. Taylor requests an increase in the teacher salary cap by \$5K. Next year she will request to remove the cap altogether in an effort to retain top teachers.
 - French motions to approve the schedule of stipends and the \$5K salary cap increase. Jackson 2nds. All approved.
 - Fazekas asked if there will be enough money to cover these increases over the 5yr plan. Dr. Taylor claims she can remove the cap in stages as well as increase the salaries in stages.



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- Russ Caldwell & Tyler Turner: Building Growth Executive Committee- Dr. Taylor states Russ and Tyler suggest a separate committee for Growth by appoint 3 people from the board who are willing to meet on a more consistent basis on items that can't wait monthly. French motions to approve the growth committee. Bulmer 2nd.
 - Fazekas motions to table the discussion on the executive committee until executive session. Jackson 2nds. All approve.
- Quest Zone (Aftercare Program)- HCA admin team felt more comfortable having outside company take over aftercare to alleviate workload as well as to provide more opportunities for our students. Quest Zone is present for questions. Quest Zone will give HCA \$1500/month to use our facilities. Bulmer motions to approve the use of Quest Zone to manage our aftercare program. Bowman 2nds. All approved.
 - Fazekas asks when this will start? This will begin the beginning of February. Dr. Taylor also states there will be break week and summer programs available if desired. Quest Zone will honor our current employees who work the aftercare program (assuming they pass their background check and interview process) and pay them directly.
 - Murry asks who is liable? Dr. Taylor states Quest Zone has insurance and is ultimately responsible for the service.
 - Bulmer asks how thorough the background checks are that are performed on their employees. Quest Zone states they have a very thorough vetting process and that checks are run annually on all employees.
 - Fazekas asks what type of contract our current HCA employees will have. Quest Zone states they hire on an at-will basis.
 - Jackson asks if HCA employees will have preference over future job openings. Quest Zone states they always prefer to hire employees who are familiar with the kids and environment. So they definitely encourage HCA employees to apply for openings. Quest Zone also offers a number of nice employee benefits.

Executive Session: French Motions to go into session at 6:43p. Fazekas 2nds. All approved.

- French motions to end executive session at 7:45p. Bulmer 2nds. All approved.

Open Session:

- French motions to authorize the Board Chair or his designee to negotiate and execute a proposal from the Program Managers in consultation with HCA administration, HCA's facility finance consultant, HCA's legal counsel, and the Growth Committee- consisting of Kevin Murray, Michelle Bulmer, and Robert Fazekas. Bowman 2nds. All approved.
- French motions to authorize the Board Chair or his designee to negotiate and execute a contract with a civil engineer to extend the public sewer, in consultation with the Program Managers, HCA administration, the Growth Committee, HCA's facility finance consultant, and HCA's legal counsel. Bulmer 2nds. All Approved.
- French motions to set a board meeting for Tuesday, Feb 4, 2020 at 6pm in order to discuss and vote on the public sewer extension project, project manager contract, civil engineer contract, and temporary building contract. Bulmer 2nds. All approved.

French motions to adjourn the meeting at 7:47p. Abraham 2nds. All approved.