



Board of Directors
Thursday, January 23, 2020
HOPE Conference Room
5:00 p.m.

MINUTES

Present: John Yang, Mai Vang, Andy Grover, Ka Zoua Yang, Pao Yang, Sia Lo and Zuag Lee

Absent: Jenny Abbs

Staff: Cindy Yang, Hlies Scully and Maychy Vu

The meeting convened at 5:01 pm.

I. Call to Order

II. Approval of Agenda

MOTION: Sia moved, John seconded the motion to approve the agenda. No discussion. Motion carried.

III. Approval of Minutes: December 19, 2019

MOTION: Ka moved, Sia seconded the motion to approve the December 19, 2019. No discussion. Motion carried.

IV. Community Comments

There was none.

V. Consent Agenda

There was none.

VI. Committee Report

1) Executive Committee

There was none.

2) Board Operations Committee

- a. Operations Committee Update: Ka reported the Operations Committee has met twice this month due to the number of policies the Operations Committee is currently reviewing and the Annual Board Meeting planning. Andy has agreed to seek another term and Pao has decided not to renew another term. Andy and Zuag will work with the staff on raffle prizes. Maychy will work with admin staff on the mailing.
- b. Enrollment Policy: Maychy explained MDE is seeking clarification on some language from HOPE's enrollment policy. The Operations Committee met and went over it and is making the recommendation as presented tonight for board approval.

MOTION: Sia moved, Zuag seconded the motion to approve the recommendation as presented tonight from the Operations Committee. No discussion. Motion carried.

- 3) Finance Committee
 - December 2019 Summary Report
 - December 2019 Summary Income Statement
 - December 2019 Balance Sheet
 - December 2019 Payment Register

Sia went over the financials. See the attached December 2019 Financial Statements and Supplemental Information Report provided with the meeting materials.

The Finance Committee met and went over the revised budget. They are making the following two recommendations to the Board for approval:

1. Approve the revised budget of 530 ADM as presented.
2. Approve a \$500 staff bonus.

Discussion followed and Maychy responded to questions.

MOTION 1: Pao moved, Ka seconded the motion to approve the revised budget of 530 ADM as presented. No discussion. Motion carried.

MOTION 2: John moved, Ka seconded the motion to approve the \$500 staff bonus. No further discussion. Motion carried.

The board reviewed, discussed and filed the financial subject to audit.

Sia stated a majority of the discussion at the Finance Committee meeting was on the building expansion. The committee discussed the two additional bids and is making the following two recommendations to the board for approval:

1. Approve and move forward with Expansion Project
2. Approve JB Vang's firm as the Project Management Firm, pending outcome of the Finance Committee's request to see if Kou Vang will accept their request to have his management fee be 3%, not to exceed \$600,000. Maychy to follow-up with Kou and report back at the February board meeting.

Maychy reported she met with Kou, and he is willing to keep his management fee at 3%, not to exceed \$600,000 if the entire project costs is between \$19 and \$20 million, but if the costs goes above \$20 million, he will be seeking 3% of the additional amount. Maychy shared she also reached out to Cara Quinn, former ED at Community of Peace, who she has a relationship with due to their positions with charter schools. Cara had worked with Kou on their last building expansion and provided very positive comments about Kou's work ethics, responsiveness and his team's professional work. Maychy also shared Kou's discussion with her about the steps and

process he would be willing to work with HOPE on through this Expansion Project. Discussion followed and Maychy responded to questions.

Mai added before we can take action on the two recommendations from the Finance Committee, Maychy has informed her that the Board will need to make an additional motion to approve the Pre-K and High School Programs that HOPE is seeking, so she can start working with St. Thomas on the application process.

MOTION 1: Zuag moved, Pao seconded the motion to approve the Pre-K and High School Programs. No further discussion. Motion carried.

MOTION 2: Ka moved, John seconded the motion to approve the Building Expansion Project. No further discussion. Motion carried.

MOTION 3: Andy moved, John seconded the motion to approve JB Vang's Firm as the Project Management Firm for Expansion Project. Kou Vang's management fee is 3%, not to exceed \$600,000 if the entire project costs is between \$19 and \$20 million, but if the costs goes above \$20 million, he will be seeking 3% of the additional amount. No further discussion. Motion carried.

VII. Existing Business

- Project Management Firms
See under Finance Committee Update.

VIII. New Business

1. Finance Training – determine date
This training will immediately follow the February Board meeting. Maychy to confirm with Jenny.
2. Executive Director's Reports
Maychy reported on the following:
 - a. Strategic Planning - Mimi Palen-Clare has met with key stakeholders and a revised Strategic Plan will be presented to the Board for approval at the March meeting.
 - b. Pre-K and High School Programs - She will be working on the application process and pooling focus groups for discussion.
 - c. Building Expansion - Thank you for the board's support! There's a lot of work and excitement ahead.
 - d. HOPE Academic Programs - Maychy asked what specific programs the board wants to learn about, so she can have the right staff come and present each month to the Board. Discussion followed and the board came up with the following ideas: the Literacy Wonders Program, the Hmong Language Program and parent academy.
3. Plus/Delta:
 - a. Plus:
 1. Andy shared Phoua told him the Kindergarten Round-Up went well yesterday and the boy's basketball will be starting soon.



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2. Expansion Project has been approved.

b. Delta:

1. There was none.

4. Others: There was none.

The next Board meeting is on Thursday, February 27, 2020, at 5:00 p.m. in the HOPE Conference Room.

The meeting adjourned at 6:21 p.m.