



COMMUNITY ACADEMY

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Board of Directors  
Thursday, December 19, 2019  
HOPE Conference Room  
5:00 p.m.

## MINUTES

*Present:* Mai Vang, Andy Grover, Ka Zoua Yang and Pao Yang  
*Absent:* Sia Lo, Zuag Lee, John Yang and Maychy Vu  
*Staff:* Sandy Vue and Dr. Chai Lee  
*Others:* Jenny Abbs - BerganKDV

The meeting convened at 5:00 p.m.

### I. Call to Order

### II. Approval of Agenda

*MOTION: Pao moved, Ka seconded the motion to approve the agenda. No further discussion. Motion carried.*

### III. Approval of November 21, 2019 Minutes

*MOTION: Ka moved, Pao seconded the motion to approve the November 21, 2019, meeting minutes. No further discussion. Motion carried.*

### IV. Community Comments

- 1) Data Center Presentation – Dr. Chai Lee
  - a. Dr. Lee gave a tour of the Data Center to the board members and responded to questions.
- 2) HOPE's Academic Growth in last 5 years to comparable charter schools  
\*See attached chart.  
Dr. Lee went over HOPE's Academic Growth chart provided with the meeting materials.  
Discussion followed and Dr. Lee responded to questions.

### V. Consent Agenda

- 1) Boy Scouts Sponsorship Renewal for Crew 3060, Pack 3060, & Troop 3060 & 5060  
*MOTION: Pao moved, Ka seconded to approve the consent agenda. No further discussion. Motion carried.*

## VI. Committee Reports

### 1) Executive Committee

Mai reported on the ED Annual Evaluation, committee charters, annual checklist for the Executive Committee, and the ED contract. Brief discussion followed on the importance of the ED Annual Evaluation and the Board decided moving forward this will be mandatory for board members. See attached minutes.

### 2) Board Operations Committee

Ka provided updates on the board development plan, HOPE's Policy Manual, the annual meeting, training certificates, HOPE New Year celebration and future school events. See attached minutes.

### 3) Finance Committee

- Financials: Jenny reported she is working on a revised budget to present at the January meeting, her team is still working on the Title I applications, the food program, and the financials. See the attached November 2019 Financial Statements and Supplemental Information Report.

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

- Project Management Firms Update: Mai and Jenny reported on the two new audit firms: Wildamere and TenSquare, LLC. Mai stated the Finance Committee is making the following recommendation to the board:
  1. Go back to JB and ask Kou if he would be willing to reduce his fee rate and agree on a maximum of 3%, not to exceed \$600,000
  2. Go back to TenSquare to get more detailed information, such as a draft plan of preliminary work, similar to JB's spreadsheet.

Discussion followed and the board decided to table the vote on the building expansion plan until the January meeting when there are more board members present.

- Wells Fargo Set Up Resolution: The HOPE Community Academy Board issue a resolution to approve additional BergankDV staff members, Autumn Enright and Mary Kay Distad, as CEO users on HOPE's Wells Fargo Account.

*MOTION: Ka moved, Andy seconded a motion to approve the above Wells Fargo Set Up Resolution. No further discussion. **Motion carried.***

**VII. Existing Business**

1. There was none.

**VIII. New Business**

1. Executive Director's Report
  - Academic Program – Data Center: See above under Data Center Presentation from Dr. Lee.
  - Strategic Plan: Mai reported that HOPE is working on revising their strategic plan and Maychy would like the board's input. Mai asked everyone to review and provide input by Thursday, January 16th.
  - UST Fall Site Visit: Mai reported this letter is more of an FYI to Board Members that St. Thomas conducted their annual Fall on-site visit.
- 2) Plus/Delta: There was none.
- 3) Others: There was none.

The next Board meeting is on Thursday, January 23, 2010, at 5:00 pm in the HOPE Conference Room. Our previously scheduled finance training to follow the January meeting has been rescheduled due to a conflict in Jenny's schedule.

The meeting adjourned at 6:19 p.m.