

Sarasota Military Academy

BOARD OF DIRECTORS

MEETING MINUTES

7 June 2017

Board of Director Members' Attendance

Present:

Howard G. Crowell, Jr., LTG USA (Ret), Chairman
Mr. Herb Jones, Vice Chairman
Ben Knisely, COL USA (Ret), Asst. Secretary
Ms. Carter Donovan
Dr. Logan Malone, RADM USN (Ret)
Mr. Kimball Bobbitt

Absent:

Frederick Derr, CAPT USN (Ret), Treasurer
Mr. Steve Herb, Secretary

SMA Administrative Staff in Attendance

SMA-COL Christina Bowman, Executive Director of Schools
SMA-MAJ Steve Kok, Director of Finance (interim)
SMA-LTC Robin Livingston, Head of School, High School Campus
SMA-LTC Tom Vara, Head of School, Prep Campus
SMA-MAJ Joe Collis, Dean of Students, High School Campus

Guests: Members of the SMA faculty and staff and PTCC representatives.

SMA-MAJ Sylvia Gillotte, High School Staff Representative

SMA-CPT Billy Hodges, Middle School Staff Representative

Location: High School Campus. The chairman called the meeting to order at 2:30 pm.

Motion to Approve the Minutes from the 25 April 2017 meeting:

COL Ben Knisely motioned for approval of the 25 April 2017 minutes; Mr. Herb Jones seconded the motion and the board unanimously approved.

Motion to Approve the Minutes from the 3 May 2017 meeting:

Dr. Logan Malone motioned for approval of the 3 May 2017 minutes; Ms. Carter Donovan seconded the motion and the board unanimously approved.

Executive Director of School's Report: A read-ahead report was supplied by SMA-COL Bowman. Enrollment and charter combination updates were provided. A review of the expected enrollment for the Academy was provided.

Advancement Office Report: NA

SMA Prep Head of School Report: SMA-LTC Tom Vara provided a read-ahead report. SMA-CPT Hodges, faculty representative, reported positive comments about the culture of the campus and updates regarding campus activities, especially the outbreak scenario.

SMA High Head of School Report: SMA-LTC Robin Livingston provided a read-ahead report. SMA-LTC Robin Livingston provided a brief update on the climate survey and identified schedule for follow-up with faculty and staff. LTG Crowell, Chairman, commended Dr. Livingston for an outstanding Head of School address at the 2017 graduation ceremony. SMA-LTC Pamela Donehew, provided a read-ahead report and highlighted areas such as IB enrollment. SMA-MAJ Gillotte, faculty representative, reported an increase in morale on campus as well as increased communication. She also recognized the Odyssey of the Mind Team as ranked 7th in the world and identified a desire to expand the JSA Chapter to the middle school campus. She also requested the return of the 4-Way Test Competition sponsored by Rotary.

Commandant's Report: None submitted.

Treasurer's Report: CAPT Derr provided a read-ahead report. The 990 report was provided in the read-ahead and reviewed by the board of directors.

PTCC and SAC Reports: PTCC and SAC read-ahead reports were provided.

SMA Foundation, Inc. Report: LTG Crowell provided an overview of the status of the Foundation. \$25,000 has been donated as "seed" money in order to assist with consultation fees and start-up costs. The primary goal of the Foundation is to raise funds for the Academy.

Committee Reports: NA

Chairperson's Report: LTG Howard Crowell discussed board membership and the desire of the board for additional candidates. Dr. Malone and Mr. Jones provided reports as to their meetings with each candidate. Each candidate will be invited to attend the 2 August, 2017 board meeting.

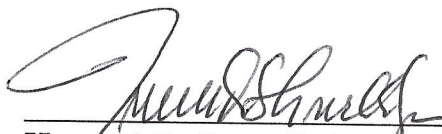
Old Business: Mr. Bobbitt discussed financial aspects of outsourcing accounting services and focus of decreasing the costs. A meeting will be established with SMA's accounting and auditing firms to discuss resources and will report back to the board.

New Business: LTG Crowell discussed the appropriateness of the Academy administrative titles as it relates to Head of School or Principal. After a brief discussion, it was agreed that the titles would remain the same but focused on the need to communicate to parents and cadets the parallel nature of the title Head of School and Principal.

Hearing of Citizens: NA

LTG Howard Crowell, Chairman of the Board, presented a letter of resignation from the Board of Directors of the Sarasota Military Academy, effective immediately.

The next board of directors' meeting will be on Wednesday 2 August 2017 at 2:30 pm on the SMA High School campus conference room. The chairman adjourned the meeting at 4:15 pm.



Howard G. Crowell, Jr., LTG (Ret), Chairman

Date 8/2/17



F. Steven Herb, Secretary

Date 8/2/17