

Minutes

MLC Board of Directors

**Regular Board Meeting
Tuesday, January 20, 2009
4:00 pm
7510 De Soto Avenue
Canoga Park, CA 91303**

Mission

Bringing together a diverse community of learners where cultural and individual differences are the building blocks of academic, social and interpersonal success.

Minutes

Board Members in attendance: Phil. Rusche, Marcia Vargas, Danny Miller, Rosemary Gonzalez. Ref Rodriguez. Jackie Elliot participated by phone. Toby Bornstein, MLC Executive Director, was also present.

Meeting called to order at 4:14 pm.

- I. Approval of Minutes of Regular Board Meeting held September 16, 2008.** The Board reviewed the minutes of the last meeting. Phil Rusche moved that the minutes be approved. Rosemary Gonzalez seconded the motion.
- II. Review and Approval of Consolidated Application Part II for Funding Categorical Aid Programs for 2008-2009 school year as authorized at previous Board Meeting.** The Board reviewed the submission of Con App Part II. Certain items were clarified and would be added to the application before the January 31 deadline. Ref Rodriguez moved that the Board approve the Con App Part II. Phil Rusche seconded the motion.
- III. Approval of revised budget for 2008-2009 and review of Budget vs. Actual Year to Date through December 31, 2009.** The Board reviewed the revised budget for 2008 – 2009 and Budget vs. Actual for the first two quarters of the 2008-2009 fiscal year. Toby Bornstein explained the changes in the budget from the last version the Board saw. For example, attendance was projected at 320 but is actually 304 for the school year. State aid is down because of the economic downturn. The Board discussed various cost-cutting measures and Ref Rodriguez promised to work with Executive Director on budget issues. It's going to be a very tight year, especially with a dip in fundraising dollars but the Board was confident that major cuts to program or staff would not be necessary. Phil Rusche moved to approve the revised budget. Danny Miller seconded the motion.
- IV. Appointment of new Director to audit review committee.** With the departure of Sue Beaugard from the Board of Directors, an additional Director is needed to work with Ref Rodriguez to review and report on the annual audit. Jackie Elliot volunteered to work with Ref in this position. Ref explained some of the new regulations regarding the audit including documenting the process for setting salaries for next year. He will email a copy of the new regulations to all of the Board members. According to the regulations, we also need someone on the audit review

committee that is not on the Board of Directors nor involved with the school. This would ideally be a member of the community. Candidates for this position were discussed.

- V. **Informative regarding loan to cover cash flow shortages.** The Executive Director reported on the procurement of a cash flow loan on her personal credit line to cover shortages in cash due to shortfall projects and delays in receiving reimbursements for the State Facility Incentive Grant. This loan will be repaid shortly.
- VI. **Discussion of Legal Action taken over the proposed cell tower on the Faith Lutheran Church Property.** The Board reviewed the situation regarding the proposed cell tower, discussed the legal action that has been taken, and strategized next steps. It was decided by the Board that the Executive Director should have no further dealings with the Property Manager for the Faith Lutheran Church regarding this matter but that a meeting would be set up between the Property Manager and MLC's lawyer. The Board also decided that letters from parents and students regarding the proposal would be submitted to the church and that Board President Marcia Vargas would draft a letter to the church's Board explaining the MLC Board's feelings about the cell tower and the strong reactions of the MLC community.
- VII. **Information on First Annual Gala.** The Board heard plans about the upcoming fundraising Gala.
- VIII. **Completion of signatory page of current and new Board Members and authorized personnel.** The appropriate Board members completed the signatory page.
- IX. **Adjournment.** Marcia moved to adjourn the meeting. Danny seconded the motion. The meeting was adjourned at 6:24 pm.