

**Kalmiopsis Community Arts High School**  
**Board Meeting**  
**July 26, 2021**

**In Attendance:** Ryan Forsythe, Kaci Elder, Kimiko Maglio, Melissa DeNardo, Sara Kinstler *Excused Absence(s): n/a*

**Location:** Left Fork Books (inside Illinois Valley Newspaper), 221 Redwood Highway, Cave Junction

**Agenda:**

- Add Sara to the board?
- Appropriate name for the present board (Kaci, 5-10 minutes)
- Add PayPal donation button to website
- Any additions? — Update First Community check signers
- Location of board meetings until opening (Kaci, 5-10 minutes)
- Board Conflict of Interest policy -rough draft (Kaci, 10-15 min)
- Board Code of Ethics policy -rough draft (Kaci, 10-15 min)
- Proposed amendments to the board bylaws (Kaci, 10-15 minutes)

**Meeting start time:** 6:14pm

**Minutes:**

*Voting items:*

1. Add Sara to the board? *Motion:* Add Sara Kinstler to the KCA Board. (Motion by Melissa, second by Ryan.) Vote: Yes - 5, No - 0; YES
2. Appropriate name for the present board. *Motion:* KCA Organizational Board of Directors. (Motion by Sara, second by Melissa.) Vote: Yes - 5, No - 0; YES
3. Add a PayPal donation button to the website. *Motion:* Kaci and Melissa add a PayPal button to the website. (Motion by Ryan, second by Kaci.) Vote: Yes - 5, No - 0; YES .
4. Addition — Update First Community Credit Union check signers. *Motion:* Propose our FC check signers are Melissa DeNardo and Kaci Elder; remove existing check signers Lindsey Jones and Ryan Forsythe from the account. (Motion by Kaci, second by Sara.) Vote: Yes - 5, No - 0; YES

Discussions:

1. Location of board meetings until opening. *Discussion:* We meet for our next meeting (October) at The Takilma Community Building so as to accommodate a 10-15 size group of potential volunteers, upon approval of the TCB Board (Melissa will make arrangements), and the following meeting at the Family Coalition in January, upon approval of the Family Coalition Board (Sara will make arrangements).
2. Board Conflict of Interest policy. *Discussion:* Review Three Rivers version today, keep it the same or adapt, make a decision next time? *Discussion:* Add a paragraph to Section XIII—“additionally we follow Three Rivers Conflict of Interest policy...”; add “potential conflict of interest” versus “actual conflict of interest” specifications into our policy. Kaci will write up this revision, we will vote on changes to Conflict of Interest policy in October.
3. Board Code of Ethics policy. *Discussion:* Replace “superintendent” and “teacher administrators” with “KCA Teacher Leaders”. (#14) for “personal criticism of KCA operations” ...present concerns directly to KCA Teacher Leaders, not to district staff... (#9) ...problems, including following grievance protocols outlined by KCA... replace phrases... *Table for discussion at the next meeting.*
4. Proposed amendments to the board bylaws. *Discussion:* Change Leadership Circle to Teacher Leaders, Update Mission Statement, Simplify language in Bylaws —on number of members; specific committees (makes it inflexible to add or remove, rename committees etc.), change Annual Board Meeting date. Remove descriptions of what each of the committees are responsible for, keep names of the general committees. Add “advisory bodies” to 6.3 Executive Committees or 6.5 Other Bodies? *Continue discussion at the next meeting.*  
For reference, the proposed revised bylaws are [HERE](#).

**Meeting adjourned: 8:01pm**

**Next meeting: Monday, October 25th at Takilma Community Building, 6pm**