

Minutes

Organizational Board Meeting – Non-Profit Board

2:00 pm

Monday, April 8, 2019

Peach State Learning Solutions

The High House 309 Sycamore St. Decatur, Ga. 30030

Participants: Christina Smith, Christina Parker by phone, Kate Crawford by phone, Ashley Vandevender by phone, Danielle Henderson absent

- 1) Introductions - John Small made introductions of people present at The High House. Call in members and participants introduced themselves.
- 2) Overview of the organizational process – John Small, Eric Teusink and Chuck Wolfe gave an overview of the organizational process
- 3) Election of Board Officers. Election was held and the following members will be the initial officers of the board.
 - Board Chair: Christina Smith
 - Treasurer: Christina Parker
 - Secretary: Kate Crawford
- 4) Naming of the non-profit. Christina Parker moved to accept the name Peach State Learning Solutions Inc. as the name of the organization for the board. This was seconded by Kate Parker approved unanimously.
- 5) SCSC Timeline John Small gave an overview of the SCSC timeline and process.
Friday, April 12 4:00 p.m. ET: deadline to submit the petition online.
May 3, Legal compliance review concludes
June 10-21 Petitioner Interviews
June 24-Aug. 16 Post-interview actions
July, 24 SCSC Staff releases recommendations
July, 31 SCSC Meeting
- 6) Overview of the proposal – Chuck Wolfe and John Small gave a overview of the proposal, board members agreed to review and make recommendations to the proposal.
- 7) Electronic signatures of board members on the application – Austin Smith gave overview and instructions for board members to electronically sign the petition by April 10.

- 8) Adoption of By Laws – Eric Teusink reviewed the by laws with the board. Christina Smith made a motion to accept with recommendations from Eric Teusink, Ashley Vandevender Second, all approved.
- 9) Sourcing of additional board nominees. John Small discussed recruiting additional board members. Consideration to be given to geography and diversity
- 10) Articles of Incorporation. Eric Teusink reviewed articles of incorporation. Christina Smith moved and Christina Parker seconded all approved.
- 11) 501(c)(3) filing Christina Smith moved and Christina Parker seconded to commission Eric Teusink to submit application to State of Ga. and pay express fees for the filing with the state. All approved
- 12) apply for IRS 501(c)3 status. Eric Teusink gave a brief overview of the process
- 13) Items needed for application. John Small reviewed items needed for the application
 - a. Board member resumes
 - b. Conflict of Interest Form
 - c. Applicant History Form
- 14) Grant for initial costs. John Small discussed the process of applying for a grant to cover initial costs of the application process.
- 15) Authorization to open a bank account. The board voted to give John Small and Eric Teusink authority to create a bank account for board operations and expenses.
- 16) Board member responsibilities. Chuck Wolf , John Small and Eric Teusink lead a discussion of board members responsibilities.
- 17) Role of the Education Service Provider. Chuck Wolf led a conversation on the roles and responsibilities of the Education Service Provider
- 18) Q & A and next steps
- 19) Adjourn