

**MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS
WEST HOUSTON CHARTER ALLIANCE, INC.
May 5, 2014**

A Special Meeting of the Board of Directors of the West Houston Charter Alliance, Inc., charter holder for Aristoi Classical Academy, was held on **Monday, May 5, 2014** at 5:30 p.m. at the school, 5618 Eleventh Street, Katy, TX 77493-1971.

1. Call to order and establishment of a quorum. L. Botond called the meeting to order at 5:32 p.m. Also present were T. Nunamaker, B. Webb, A. Cox, W. Robb, T. Polvogt, B. Davidson, A. Amboree and L. Cummins.
2. Discuss, consider and approve minutes from April 21, 2014 Regular Meeting. Motion to approve minutes: T. Nunamaker. Second: T Polvogt. Approved unanimously.
3. Discuss, consider and approve total amount school will seek for refinance of outstanding bond debt plus financing for expansion. Discussion: Bond debt is \$1,125,000; Science lab will cost approximately \$25,000; property for sale on 13th street will cost approximately \$850,000; renovations on new property are likely to cost \$400,000; and preparation of sports field and other unforeseen construction could add an additional \$300,000 to cost of preparing property for the fall of 2014. This totals \$2,700,000.

Motion to seek refinancing of outstanding bond debt plus financing for expansion for a total of \$2,700,000 and delegation of authority to business manager to seek described financing: T. Nunamaker. Second: W. Robb. Approved unanimously.

4. Discuss, consider and approve Administrative/Office staff salary scale. Motion to approve salary scale presented by headmaster and business manager: T. Nunamaker. Second: A. Cox. Approved unanimously.
5. Discuss, consider and approve teacher salary scale. Motion to approve salary scale presented by headmaster and business manager: T. Polvogt. Second: W. Robb. Approved unanimously.
6. Discuss, consider and approve architect for land development and building extension. The school board discussed and considered the qualifications provided for three architectural firms: VLK Architects, Heights Venture Architects, and Collaborate Architects. After each board member reviewed the portfolios provided by all three firms, Mr. Aloway from VLK made himself available to the board to answer questions. His company has done extensive work in the Katy area and has a large support staff which can assist on the short turn-around time that ACA will require in order to have expanded facilities ready for the fall 2014 semester. VLK's quality work for other schools and Mr. Aloway's 30 years of experience in the business were noted as well.

Motion to hire VLK Architects to work on expansion projects and/or renovations for ACA: T. Nunamaker. Second: W. Robb. Approved unanimously.

7. Discuss, consider and approve sight plan for expansion. The headmaster requested that the board approve the site plan designed by Kerry Gilbert and Associates for the leased property west of the school on 11th street as a back up plan for expansion if the school is unable to purchase the warehouse and property for sale on 13th street. Motion to approve the site plan for the leased property contingent on the failure to purchase the 13th street property: T. Polvogt. Second: T. Nunamaker. Yea L. Botond, T. Nunamaker, A. Cox, W. Robb, B. Webb. Mr. Polvogt stepped out before vote. Motion carried.
8. Discuss, consider and approve tree survey. Tabled.

9. Discuss, consider and approve portable building(s) financing lease/purchase. A. Amboree explained that portable lease/purchase would be necessary only if school does not purchase land and building for sale on 13th street. Motion to approve lease/purchase of 6 room portable building from Ramtech, contingent on failure to purchase 13th street property: T. Nunamaker. Second: B. Webb. Approved unanimously.
10. Discuss, consider and approve Plan B for 2014-15 for time to develop the land next door. Headmaster explained that if placing portables on the leased property is the option that the school must pursue for junior high and high school classrooms for fall 2014, those portables cannot be ready for the start of school in August. In addition, it is questionable that the 13th street warehouse that the school might purchase can be converted to classroom space in time for the August 2014 start of the school year. For this reason, the headmaster requests that the board permit her to seek rental of temporary classroom space from an area church or school so that students will be able to start classes while waiting for ACA expansion to be completed.

Motion to permit headmaster to rent temporary classroom space as necessary to house students in the fall: T. Nunamaker. Second: T. Polvogt. Approved unanimously.

SHORT BREAK: 6:59- 7:06 p.m.

11. Discuss and consider purchase of property for sale at the corner of Ave. A and 13th street. A. Amboree requested that the board approve the hiring of local real estate agent Tom Conlon to negotiate purchase of property at 3609 13th Street, Katy, Texas which is located adjacent to the school on the north side.

Motion to hire Tom Conlon as the school's agent in seeking the purchase of the described property: T. Nunamaker. Second: A. Cox. Approved unanimously.


Motion to delegate authority to Headmaster and Business Manager to negotiate the purchase of the property for an amount not to exceed \$850,000: T. Nunamaker. Second: B. Webb. Approved unanimously.

12. Discuss agenda items for next meeting.

Seek available land for future school site, report on expansion, board elections, building lease for temporary classrooms, fundraising committee report, potential future fundraisers (Indiegogo), STAAR report, PTO report.

13. Adjourn. Motion to adjourn: A.Cox. Second: W. Robb. Yea: A. Cox, W. Robb, L. Botond, T. Nunamaker, B. Webb. Mr. Polvogt stepped out. Motion carried. Adjourned at 7:53 p.m.

This is a true and correct copy of the minutes of the meeting held on May 5, 2014, as approved by the Board of Directors on May 19, 2014.



Lucina R. Botond, Board President