

American School of Brasilia

Board Meeting—November 3, 2011: 18:00-20:00

Composition of the Board of Directors

Position	Nominee	Initials	Date of Entrance
President	Mr. Michael Ellis	ME	May 12 th 2010
Vice-President	Ms. Glória Portella	GP	November 7 th 2007
Secretary	Mr. Mark Prescott	MP	December 8 th 2010
Treasurer	Mr. Pedro Oliveira	PO	August 17 th 2011
Board Member	Ms. Marianne Alker	MA	May 12 th 2010
Board Member	Ms. Christina Zuniga	CZ	June 8 th 2011
Board Member	Mr. Paul Kennedy	PK	March 16 th 2011
Board Member	Ms. Filippa Briggs	FB	June 8 th 2011
Board Member	Mr. David Millward	DM	November 3 rd , 2011
Head of School	Mr. Barry Dequanne	BD	July 1 st , 2010

Joined this session: David Millward

Resigned this session: no one

Attendance

Present:

Signature

Michael Ellis, President

Glória Portella

Mark Prescott, Secretary

Pedro Oliveira, Treasurer

Marianne Alker

Christina Zuniga

Paul Kennedy

Filippa Briggs

David Millward

Call to order 18:25.

1. Minutes of previous meetings: June 2011, September 2011

- Minutes of June 2011 and September 2011 were approved (moved by CZ, seconded by PO).

2. Board's Working Methods and Responsibilities

- Identified need to review strategic plan as all members of board with one exception were not involved in the process of creating the strategic plan
- Board agreed to hold a retreat on Saturday, November 19 to review strategic plan, goal setting process and roles of the board and head of school

3. Finance

- PO presented a summary of his review of EAB's financial operations.

4. Board and Head of School Goals

- Board decided to review board and head of school goals at November 19 retreat

5. Facilities Update

- Facilities Committee met
- New member added – Mr. Mitch Romero, who has experience with working on school facilities development
- No clear recommendation yet regarding next steps

6. Future Board Business

- ME discussed issues for board to focus on looking ahead to the future

7. Meeting adjourned at 20:00

Mr. Michael Ellis

Board President

Mr. Mark Prescott

Board Secretary