

American School of Brasilia

Board Meeting—June 13, 2012: 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. Christina Zuniga	CZ	June 8 th 2011
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	Mr. Paul Kennedy	PK	March 16 th 2011
Board Member	Mr. David Millward	DM	November 3 rd , 2011
Board Member	Mr. Mitch Romero	MR	May 23 rd , 2012
Head of School	Mr. Barry Dequanne	BD	July 1 st , 2010

Joined this session: no one

Attendance

Present:

Signature

Michael Ellis, President

Christina Zuniga, Vice President

Pedro Oliveira, Treasurer

Mark Prescott, Secretary

Marianne Alker

David Millward

Board Member Resigning: Christina Zuniga

Board Members Absent: Paul Kennedy, Mitch Romero

Call to order at 18:00

1. Minutes of last meeting

- Minutes approved by all

2. Election of Officers

- MP motioned to elect the officers as listed below, MA seconded, all approved
 - Mike Ellis - President
 - David Millward – Vice-President
 - Mark Prescott – Secretary
 - Pedro Oliveira - Treasurer

3. Board Self-Evaluation

- The Board reviewed a summary of the data from the Board self-evaluation
- Action Steps:
 - Establish the date for a specific meeting to address the main focus areas associated with the Board self-evaluation
 - MA to summarize recommendations to share with the Board; Board members will be expected to comment within one week of posting (It is important for Board members to interact between meetings via Board site)

4. Mission, vision and strategic plan document

- While it was agreed that the mission and vision do serve EAB's needs, it was also acknowledged that there is room for possible improvement. Possible changes to the mission and vision must be conducted in a timely manner taking into account the school's current development, the current strategic plan and the work of past boards and committees.
- Actions Steps:
 - Mission and vision will be reviewed and possibly changed by the end of the 2013-2014 school year
 - The Board will establish annual goals based on a common understanding of the existing mission and vision, which will be informed through a collective examination and review of the current mission and vision

5. Board Goals 2012-2013

- The Governance Committee presented a draft of the Board's goals for 2012-2013
- The Board agreed to accept goals as a working draft and commended the Governance Committee for their work
- Board members will be expected to comment on the goals by June 27

6. Facilities Committee Recommendation

- The Facilities Committee overviewed the process used during the last semester to select an architectural firm to lead the EAB community next semester through a visioning process and the creation of a master facilities plan

- After reviewing the data, references, and proposals with the Board, the Facilities Committee proposed to the Board to select Flansburgh Architects as architectural firm to lead the visioning process and the creation of a master facilities plan
- MP motioned to support proposal, PO seconded, all approved
- Flansburgh Architects was selected as the architectural firm

7. New Board Members

- Caio Prado was presented to the Board by the Governance Committee to be nominated as a new Board members. MA motioned to support the nomination, DM seconded, all approved.

Meeting ended at 20:00

Mr. Michael Ellis

Board President

Mr. Mark Prescott

Board Secretary