

APPROVED



## Alturas International Academy

### Minutes

#### BoardOnTrack Training

---

**Date and Time**

Monday December 4, 2017 at 4:00 PM

**Location**

151 N Ridge Ave, Idaho Falls, ID 83402

---

**Board Training Outcomes**

- Affirm the board's prioritized goals for the balance of the school year
  - Discuss and establish the right committee structure for the board to achieve its prioritized goals
  - Discuss board recruitment to support achieving the organization's goals
  - Discuss the ideal Board-CEO Partnership
  - Governance-Management Case Studies
  - Learn best practices from Team BoardOnTrack
  - Leave training with a concrete agreed upon work plan and next steps
- 

**Directors Present**

A. Lybbert, C. Gilbert, C. Hatch, C. Hunter, C. Ogden, J. Allen, K. Davenport

**Directors Absent**

H. Bowen, J. Watkins

**Ex-Officio Members Present**

M. Ball

**Non Voting Members Present**

M. Ball

**Guests Present**

---

B. Bingham, Marci Cornell-Feist, Mike Mizzoni

---

## **I. Opening Items**

### **A. Call the Meeting to Order**

J. Allen called a meeting to order on Monday Dec 4, 2017 @ 4:15 PM at 151 N Ridge Ave, Idaho Falls, ID 83402.

### **B. Record Attendance and Guests**

### **C. Warm-Up and Introductions**

## **II. Work of a Great Board**

### **A. Work of a Great Board**

M. Cornell-Feist discussed three things that make a great board: people, process, and performance.

## **III. Board Priorities**

### **A. Alturas Board Priorities**

Some of the top board priorities identified were: 1. developing active, strong committees, 2. creating a succession plan, and 3. approving policies.

## **IV. Governance - Management**

### **A. Governance - Management Case Study**

There was not enough time to do this exercise.

## **V. Closing Items**

### **A. Next Steps**

December 21, 2017 - Present job descriptions to the board.

January 18, 2018 - Present OKRs (objectives and key results) to the board.

### **B. Adjourn Meeting**

K. Davenport made a motion to adjourn the meeting.

C. Hunter seconded the motion.

The team **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,

C. Ogden