

**Minutes of the Board of Directors of
Austin International School
October 29, 2013 – October 31, 2013
email vote**

On October 29, 2013, the Chair of the Board, Barksdale English, circulated documents comprising the Fiscal Year 2013 audit report and its supporting documents for review by all Board Members. This review was in advance of an email vote to approve the report and the supporting documents. The supporting documents included: Report on Internal Control Matters; Report to Board; AIS Representation Letter.

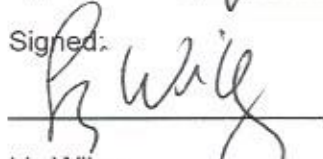
On October 30, 2013, the Chair moved to accept the Fiscal Year 2013 Audit Report and supporting documents as presented in the Chair's October 29, 2013 email. The Board was requested to reply with their vote no later than 10:00 PM Thursday October 31, 2013.

The second vote in support of the motion would constitute a second on the motion. Only affirmative votes would be counted; non-votes would not be considered in the final vote tally.

After clarification from the Head of School and the Chair on representations made in the letter to the Auditor that formed the basis for the audit, Liz Wiley agreed to vote in favor of the motion. Other Board members voted thereafter.

The motion passed unanimously (7-0).

Approved on Nov 6, 2013

Signed: 
Liz Wiley
AIS Board Secretary