

**Minutes of the Regular Meeting of the Board of Directors of
Austin International School
May 20, 2015
6:30 pm; Adelphi Campus**

Present: David Arnow, Sophie Cano, Ana Barbara Llorente, Stacey McDougal, Liz Wiley

Absent: Barksdale English, Guillaume Hennion, Ricardo Sanchez, Dina Sherzer

Visitors: Amy Brown; Kathleen Baireuther; Natalie Anderson, Kate McCarthy

Resources: Christophe Bonnet, Head of School.

Proceedings – Public Session

The agenda having been circulated prior to the meeting, the May 20, 2015 meeting of the AIS Board of Directors was called to order at 6:37 pm. The Board convened in a public session.

Notes for the minutes of the public and close sessions were taken by Liz.

I. HOS Report

- a. Christophe delivers report regarding updates on hiring process, 5th grade trip, and dialogue with host school and its mayor for future exchanges and how to fund a like trip for French school. Christophe notes the significance of the American teacher included to support the trip and attend to cultural adjustment.
- b. Seamless curriculum seminar to be done by Christophe for AWTY International for a two-day seminar in March 2016.
- c. Development and Fundraising – Wine cruise success and good feedback.

David Arnow leaves at 6:57 for call.

- Report on \$3500 unrestricted gift.
- Gift made from GEMALTO for recurring gift every year: 10k a year for 3-5 years, which will be unrestricted, but probably intended for middle school growth.

David returns just after couple of minutes, approximately 7pm.

- d. Admission/enrollment: now at 85% of goal (wanted 212) – total probably is 195. Discussion about disappointing results but given timetables for past years will see more enrollment, yet way parents shop for schools is changing. Discussion about how and when to open second classrooms and how Christophe makes this decision.

II. PTO Report

- a. Natalie reports on goals of more parent involvement and the fact the Board is filled out for the next year. Parents seeking more data for next year to get more involvement; on issue of why parents leaving in 3rd grade, e.g., because of decisions about high school.

III. Finance Committee Report

No report on budget since Janet has to focus on IRS response due for June 1

- a. Natalie presents Investment Policy and notes importance of securing it before any work is done by investment manager as all such managers require this policy.

7:23 pm: Barksdale on phone to establish quorum for voting purposes.

MOTION: Stacey moves to approve the investment policy; David seconds. No further discussion. The motion passes unanimously.

Liz reminds that she would like to defer approval of the closed session of the April 22 minutes for some clarifications to be done. Having said that, Liz called for the meeting to proceed with the voting on the minutes deferred from beginning of the meeting when no quorum was present.

MOTION: Sophie moves to approve April 22 open session minutes; David seconds. No further discussion, and the motion passes unanimously.

MOTION: Sophie moves to approve the May 9 special meeting minutes; David seconds. The motion passes unanimously.

Barksdale off the phone.

IV. Marketing Committee Report

- a. Stacey delivers Marketing Committee overview of work her committee has done to review the Austin market and do situational analysis. Discussion about changing ways public seeks information and inquires about the school. Discussion about the changing nature of how parents shop for education.

7:38 Sophie leaves for phone call.

Sophie back at 7:41pm.

There being no further business before the Board the public proceedings concluded at 7:50 PM.

Approved on, 2015

Signed