

**Minutes of the Regular Meeting of the Board of Directors of
Austin International School
MARCH 22, 2017
6:30 pm; Adelphi Campus**

Board Members Present: Liz Wiley, Amy Brown, Kate McCarthy, Stacey McDougal, Francois Waelbroeck, Ana-Barbara Llorente, Ricardo Sanchez, and Kathleen Baireuther

Absent: Nathan Yang, and Anne Idiart

Quorum: Yes

Resources: Jacques Weber, April O'Quinn

The agenda having been circulated prior to the meeting, the regularly scheduled March 22, 2017 meeting of the AIS Board of Directors was called to order at 6:35 pm. The Board convened in closed session at 8:37 pm.

Proceedings – Public Session

- I. Chair Report** –Liz reported that the Texas Legislature is considering requiring more non-profits to be subject to Freedom of Information Act requests. It may not affect AIS but it is something to be aware of going forward.
- II. Minutes** – Liz moved to approve the minutes from the Public Session of the February 8, 2017 Board meeting. Amy seconded and the minutes were unanimously approved.
- III. HOS Report (Jacques)** – Jacques gave a brief overview of recent happening at school since the last meeting that included a meeting with MLF at the Dallas International School, attendance at camp fairs, and parent teacher conferences. Jacques reported that the French Cultural Fest that had been considered pending an insurance cost estimate was cancelled as a result of that cost. Jacques also gave a presentation at SXSW.
 - a. **Gala** – The gala grossed \$102,532 with \$84,341 net. That exceeded expectations by \$14,371.
 - b. **Accreditation Update** – Jacques explained that accreditation is becoming more important with the opening of the middle school. An explanation of several options was offered in detail in the February meeting. A proposal was made that a sub-committee of the Strategic Committee should be convened to evaluate and drill down on each of the options and help make a decision about which would be best for AIS.

VOTE: Liz moved to approve tasking the Strategic Committee, along with the Head of

School, to study accreditation options and advise the Board on the best option. Amy seconded and the move was unanimously approved.

- c. **Enrollment Update** – Enrollment for the 2017/2016 currently stands at 160, 142 of those are returning students, 18 are new enrollments. There are 85 prospective students and inquiries. Jacques answered questions about the projection for 206 students and if it was reasonable considering current enrollment.
- d. **Retirement Plan** – April reported that the letter to terminate the plan was sent to Principle. May 1 is the goal date to open the new plan. Questions about the meeting obligations to communicate with plan participants were posed. April reported that meetings with staff had been held to report to them what was happening. Plans for additional meetings were in the works with Vanguard, the new plan provider, or with some independent financial advisor to help everyone understand the new retirement plan. There were additional questions about plans to have the contributions audited to make sure they were being made correctly and on time.
- e. **Upcoming Events** – The CM2 class will be leaving for France on March 28 returning April 9. Austin International Poetry Festival is taking place April 8. Jacques reported that he had contacted the RSO in France and the UK in light of the attack that happened in London recently. April 7 the Fund Run will take place. April 22 are French elections

IV. PTO Report – Liz reported that she spoke with Jen Larson who reported some of the things the PTO was planning to spend down more of their funds by making more investments in the school and supporting professional development.

V. Discussion: 7th and 8th Grade Expansion and Growth Plan – Work is ongoing to have a plan to roll out the capital building fee next year.

There being no further business before the Board the public proceedings concluded at 8:17pm.

Approved on April 12, 2017

Signed:

Kate McCarthy