

CHILDREN'S HOUSE ACADEMIC MONTESSORI PROGRAM, INC.

MEETING OF BOARD OF DIRECTORS

December 5, 2024, at 5:00 p.m.

Minutes

A meeting of the Board of Directors took place on December 5, 2024, at 5:00 pm. Present were Gary Goodenow, Lynne A. Seeber, Jodi Hinkle, Fran Dunn, and Brian Seeber. Julie Harper, shareholder, President, and director of Children's House of Ormond Beach, Inc., and Kelly DeAngelo, shareholder, Secretary, and director, Children's House of Ormond Beach, Inc., were also present, to represent the management of the school which is a principal focus of the Corporation's efforts. Lynne Seeber was appointed to serve as Secretary of the meeting.

All other persons who had served as a director in the past have resigned, so that the Corporation is in the process of reconstituting its management, with a view to include active participation from a broad spectrum of members of the community. All present agreed to serve as directors, and those present elected Brian Seeber as Chair; Gary Goodenow as Vice-Chair; Jodi Hinkle as Secretary; and Fran Dunn as Treasurer. Julie Harper was appointed Executive Director of the Corporation.

Julie Harper reviewed the operations of the school since its inception in 1997, and reported that the school continues to operate, now in its Washington Avenue location for the past four years. The school is doing well and enjoys an excellent staff and reputation in the community. Nevertheless, the school needs active support from the community, and turns to C.H.A.M.P. to provide that support.

Julie Harper reviewed other business events during the past five years, including relocation of the business to its current Washington Avenue address, and contracts into which the corporation entered. These all appeared to be proper in the context of the 501c(3) entity supporting the school, including the terms of the Lease into which the school entered in 2023.

Brian Seeber, who is an attorney, reported that he had reviewed the files and records of C.H.A.M.P., and determined that C.H.A.M.P. is in fact a 501c(3) entity established to support the operations of entities such as Children's House. It continues to be in good standing both with the State of Florida and with IRS.

Brian Seeber reported that his review of the By-Laws indicated that a revision to them was necessary so as to comply with 501c(3) requirements. Amended and Restated By-Laws were presented, and after review of the important provisions, upon motion duly made and seconded, the Amended and Restated By-Laws were approved, and the Secretary was directed to place a copy thereof in the records of the Corporation.

It was also noticed that attention needed to be paid to establishing and maintaining a website, so that the public can be informed and involved in the operations and activities of the Corporation, and can learn about meetings of the Board and opportunities to serve the Corporation and the school. Julie Harper reported that a website designer had been retained.

Julie Harper discussed various fundraising efforts in the past, and how those efforts had supported the school, including purchase of supplies for the classrooms, filing cabinets, maintenance items, a hook up for a washer and dryer, upgrading of essential classroom computers, and expenditures to improve the playground at the school, including rebuilding of the retention wall, building of a garden, and other playground improvements.

After the aforesaid discussion of the activities of the Corporation, a motion was made and seconded to approve the actions of the Corporation and the Board since 2019, after which COVID interfered with holding regular meetings of the Board. After full discussion, the motion was unanimously carried.

Julie Harper, Executive Director, advised that a credit card is used to purchase items needed for the school, and that it would support the activities of the Corporation and the school if the Executive Director were authorized to use or permit use for purchases up to \$500. The Board considered the suggestion and, after motion duly made and seconded, it was unanimously carried. It was also suggested that an application for a tax exempt number be obtained, and the Executive Director agreed to undertake that immediately.

The requirement of sending out a letter recognizing contributions to the Corporation in January was mentioned.

There being no further business to come before the meeting, the same was adjourned.



Lynne A. Seeber
Secretary of the Meeting