



Board of Directors Emergency Meeting

OUR MISSION:

Preparing students for college in an academically challenging, arts integrated environment.

Meeting Date: Thursday, August 1st, 2019
Time: 4:40-6:00pm
Place: 1st Floor, HFAA, Media Center

Agenda

ITEM	PERSON RESPONSIBLE	ACTION REQUIRED
1. CALL TO ORDER		
1.01 Call to Order	S. Gabbard	
1.02 Roll Call	M. deBrugge	
2. APPROVAL OF LEASE AGREEMENT		
2.01 Lease Agreement	S. Gabbard	Motion Second Vote
3. APPROVAL OF VENDOR CONTRACT		
3.01 Treats Cleaning Solutions Contract	B. Schmelzenbach	Motion Second Vote
4. APPROVAL OF EMERGENCY PURCHASE ORDERS		
4.01 Financial Committee	C. Borelli	Motion Second Vote
a. Approval of Purchase Orders		
5. NEW BUSINESS	S. Gabbard	
Per Oklahoma statute, 25 O.S. §311(9), New Business means: "any matter not known about or which could not have been reasonably foreseen prior to the time of posting."		Motion Second Vote
6. BOARD MEMBER COMMENTS		
7. ADJOURN	S. Gabbard	
7.01 Motion to adjourn		Motion Second Vote

Minutes of the Harding Fine Arts Academy
August 1, 2019 Emergency Board Meeting
Held at Harding Fine Arts Academy 3333 N Shartel Ave, Oklahoma City, OK 73118

1. CALL TO ORDER

1.01 Call to Order

Susan Gabbard, Board President, called the meeting to order at 4:48 p.m.

1.02 Roll Call

Roll Call given by Michaela deBrugge and quorum was declared.

Board Members Present:

Rod Baker, Sally Bentley, Cheryl Borelli, Susan Gabbard, Glenda Jensen, and John Dexter
“Dex” Marble

Board Members Absent:

Jean Hendrickson, Kirsten Hurley Lindsay, Rosalynn Wade, and John Yoeckel

Others in Attendance:

Barry Schmelzenbach, Superintendent; and Michaela deBrugge, Business Manager/Board Clerk

2. APPROVAL OF LEASE AGREEMENT

2.01 Lease Agreement

Barry Schmelzenbach reviewed the Lease Agreement and explained the Memorandum of Understanding with the Board.

Motion to accept Lease Agreement and Memorandum of Understanding.

Motion by Baker, seconded by Jensen

Motion Resolution: Motion carries unanimously

3. APPROVAL OF VENDOR CONTRACT

3.01 Approval of Vendor Contract

Barry Schmelzenbach presented the cleaning contract from Treats Cleaning Solutions.

Motion to accept contract from Treats Cleaning Solutions

Motion by Bentley, seconded by Baker

Motion Resolution: Motion carries unanimously

4. APPROVAL OF EMERGENCY PURCHASE ORDERS

4.01 Approval of Purchase Orders

The following purchase orders were presented for approval:

General Fund

Treats Cleaning Solutions	Cleaning Contract PO	\$32,400.00
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Motion to approve Purchase Order

Motion by Borelli, seconded by Marble

Motion Resolution: Motion carries unanimously

General Fund
Harding Fine Arts Foundation Lease \$22,000.00

Motion to approve Purchase Orders
Motion by Borelli, seconded by Marble
Motion Resolution: Motion carries unanimously

5. NEW BUSINESS

Rod Baker requested a Purchase Order for tree trimming to Diaz Lawn Services for \$2500.00

Motion to approve Purchase Orders
Motion by Baker, seconded by Borelli
Motion Resolution: Motion carries unanimously

Sally Bentley informed the Board that the Harding Alumni Association was disbanding and setting up two scholarships for the Harding schools. For Harding Fine Arts Academy, they have set up a \$20,000 with an additional \$8500 in donations from alumni. Oklahoma City Community Foundation will match if the donations get to \$10,000.

Purchase order was requested for \$1,500.00 to get the \$10,000 match from Oklahoma City Community Foundation to make the whole scholarship fund \$40,000.00. This scholarship would be awarded at \$2,000 per year.

Motion to approve Purchase Order
Motion by Bentley, seconded by Borelli
Motion Resolution: Motion carries unanimously

6. ADJOURN

Motion to adjourn August 1st, 2019 Emergency Board meeting.

Motion by Baker, seconded by Borelli
Motion Resolution: Motion carries unanimously

There being no further business, the Board adjourned at 5:09 p.m.

Susan Gabbard
President of Board

Michaela deBrugge
Clerk of Board