

NEW LEAF PREP ACADEMY

Public Board Meeting Minutes

Board Meeting- January 7, 2025

Present: Brianna Simoens, Natasha Vandembush, Ashley Pamperin-Sexauer, Ben Johnson via phone

Brianna Simoens called the meeting to order at 12:19pm.

Roll Call started at 12:19pm.

Review and Approve Agenda- Started at 12:19pm. A MOTION was made by Natasha to approve. Seconded by Natasha. A vote was taken on the motion; 4-Yes; MOTION CARRIED

Bank Updates & Signatory Transfers- Started 12:20

A MOTION was made by Brianna to approve adding Natasha to all NLPA bank accounts, not limited to, General, Garden Club, Fundraising, Field Trip bank accounts as an authorized signer. Seconded by Ashley. A vote was taken on the motion; 4-Yes; MOTION CARRIED

A MOTION was made by Brianna to approve Natasha to apply and obtain a debit or credit card on behalf of New Leaf Prep Academy. Seconded by Ashley. A vote was taken on the motion; 4-Yes; MOTION CARRIED

A MOTION was made by Brianna to approve Natasha applying for a line of credit on behalf of NLPA if needed. Seconded by Ashley. A vote was taken on the motion; 4-Yes; MOTION CARRIED

A MOTION was made by Brianna to approve Natasha having access to all online banking portals and financial websites. Seconded by Ashley. A vote was taken on the motion; 4-Yes; MOTION CARRIED

A MOTION was made by Brianna to remove Matt and Paige Christoff and any previous employees on all bank accounts, Google Workspace, and any NLPA commercial accounts. Seconded by Natasha. A vote was taken on the motion; 4-Yes; MOTION CARRIED

A MOTION was made by Brianna to approve the NLPA Governance Board to obtain, sign, and own all fiduciary accounts and administrative responsibilities with the removal of Matt and Paige Christoff. Seconded by Ashley. A vote was taken on the motion; 4-Yes; MOTION CARRIED

A MOTION was made by Brianna to approve Lili Calawerts, Head of School, will have signatory authorization on all NLPA accounts and administrative functions. Seconded by Ashley. A vote was taken on the motion; 4-Yes; MOTION CARRIED

A MOTION was made by Ashley to inactivate previous NLPA Chase and Discover credit cards and any charges made after today's date are unauthorized. Seconded by Brianna. A vote was taken on the motion; 4-Yes; MOTION CARRIED

Meeting is Adjourned at 12:31pm.