

# Sarasota Military Academy

## BOARD OF DIRECTORS

### MEETING MINUTES

2 August 2017

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#### Board of Director Members' Attendance

##### Present:

Mr. Herb Jones, Chairman  
Mr. Steve Herb, Vice Chairman  
Frederick Derr, CAPT USN (Ret), Treasurer  
Ben Knisely, COL USA (Ret), Secretary  
Dr. Logan Malone, RADM USN (Ret)  
Mr. Kimball Bobbitt

Howard G. Crowell, Jr., LTG USA (Ret), Chairman Emeritus

##### Absent:

Ms. Carter Donovan

#### SMA Administrative Staff in Attendance

SMA-COL Christina Bowman, Executive Director of Schools  
SMA-MAJ Steve Kok, Director of Finance (interim)  
SMA-LTC Robin Livingston, Head of School, High School Campus  
SMA-LTC Tom Vara, Head of School, Prep Campus  
SMA-MAJ Joe Collis, Dean of Students, High School Campus

**Guests:** Members of the SMA faculty and staff and PTCC representatives.

SMA-MAJ Sylvia Gillotte, High School Staff Representative  
SMA-CPT Billy Hodges, Middle School Staff Representative

Location: High School Campus. The chairman called the meeting to order at 2:32 pm.

#### **Motion to Approve the Minutes from the 7 June 2017 meeting:**

COL Ben Knisely motioned for approval of the 7 June 2017 minutes; Dr. Logan Malone seconded the motion and the board unanimously approved.

#### **Motion to Approve the Minutes from the 15 June 2017 meeting:**

COL Ben Knisely motioned for approval of the 15 June 2017 minutes; Dr. Logan Malone seconded the motion and the board unanimously approved.

**Executive Director of School's Report:** A read-ahead report was supplied by SMA-COL Bowman. Enrollment and charter combination updates were provided. A review of the expected enrollment for the Academy was provided. A 2017-2018 SMA Board of Directors meeting schedule was presented. Mr. Steve Herb motioned for approval and Mr. Frederick Derr seconded the motion and the board unanimously approved.

**Human Resources Manager Report:** SMA-MAJ Denise Harper provided a verbal report on the hiring process and her progress to date.

**SMA Prep Head of School Report:** SMA-LTC Tom Vara provided a read-ahead report and discussed the school grade.

**SMA High Head of School Report:** SMA-LTC Robin Livingston provided a read-ahead report and discussed the school grade and presented an overview of goals and objectives for the 2017-2018 school year. Dr. Livingston also introduced "REACH" for the high school campus.

**SAI/Commandant's Report:** A read-ahead report was provided.

**Treasurer's Report:** CAPT Derr provided a read-ahead report. The budget for the 2017-2018 school year was provided and discussed. COL Ben Knisely motioned for approval of the budget; Dr. Logan Malone seconded the motion and the board unanimously approved.

**PTCC and SAC Reports:** PTCC and SAC read-ahead reports were provided.

**SMA Foundation, Inc. Report:** LTG Crowell provided an overview of the status of the Foundation. The next meeting will take place 24 August 2017. Ms. Alex Quarles continues to act as a consultant to the Foundation.

**Committee Reports:**

**Nominating Committee:** Mr. Steve Herb provided a verbal report of the vetting process of two eligible individuals; Ms. Linda Long and Dr. J. Robert Parkinson. Subject to meeting requirements such as a criminal background check, Mr. Steve Herb motioned to appoint both individuals to the SMA Board of Directors; Dr. Logan Malone seconded the motion and the board unanimously approved. The board welcomed the new members. In addition, Mr. Steve Herb motioned to appoint LTG Howard Crowell as Chairman Emeritus; Mr. Herb Jones seconded the motion and the board unanimously approved.

**Chairperson's Report:** Mr. Herb Jones discussed the school grade and its serious implications. The board agreed that the school grade is not acceptable and not indicative of the Academy. Mr. Herb Jones also discussed the desire to create an award for the most outstanding cadet at the Academy to be awarded in LTG Howard Crowell's honor. A committee consisting of LTG Howard Crowell, COL Ben Knisely, SMA-COL Christina Bowman and Colonel Mike Ryan will determine

criteria for the candidates. The inaugural award will be presented at the end of the 2017-2018 school year at the JROTC Awards Night.

**Old Business:** N/A

**New Business:** Mr. Kimball Bobbitt reiterated the importance of focusing on the school grade and that the board should be comforted to know the Academy has a "good handle" on finances. Mr. Frederick Derr recommended a budget committee be formed. Mr. Steve Herb moved for approval; Mr. Frederick Derr seconded the motion and the board unanimously approved. Mr. Frederick Derr will serve as Chair and Dr. Logan Malone and Mr. Steve Kok will serve on the committee.

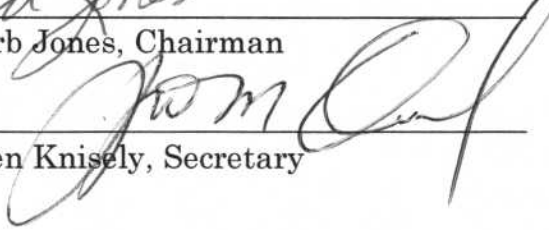
**Hearing of Citizens:** NA

The next board of directors' meeting will be on Wednesday 6 September 2017 at 4:30 pm at SMA Prep in the band room. The chairman adjourned the meeting at 4:17 pm.



Mr. Herb Jones, Chairman

Date 9/20/17



COL Ben Knisely, Secretary

Date 9/20/17