

## **Minutes of the 2020-2021 HIS Executive Board Meeting #4**

**February 24, 2021 (Wednesday) 18:30 via Zoom**

**Members present:** Rodney J Fisher, Nick Holywell, Karen Katayama, Phred Kaufman, Teiji Midorikawa, Paul Nikel, Robert Pickett, Tim Schlosser, David Wakabayashi, Kathleen Riggins (auditor), Mitarai-Sensei (auditor)

**Members absent:**

**Guests present:** Neil Cooke (Principal), Barry Mernin (Niseko Administrator)

**Quorum:** Can have meeting without a quorum but cannot vote on anything. Email voting must be signed and sent before the meeting starts to be counted as present. A quorum consists of 2/3 or 6 members.

**Opening:**

### **1. Call the meeting to order**

Kaufman called the meeting to order at 18:33. We have a quorum for this meeting.

### **2. Approve agenda:**

The agenda was approved.

### **3. Approve and sign minutes of December 15, 2020.**

Minutes approved by motion by Kaufman and Katayama seconds verbally, then approved by all EB members by a show of hands via Zoom.

### **❖ Decisions made at this meeting:**

- **Approval of the Calendar**
- **Motion: Paul moves and Phred seconds the motion that the EB approves of the calendar for the school year of 2021-2022.**
- All in favor
- The motion is passed.

**Reports:**

### **4. EB Chair's Report: February 24, 2021**

- Chair's Report received, included in the EB packet (Phred Kaufman)

### **5. Head of School Report: February 24, 2021**

- Head of School's report received, included in the EB packet (Tim Schlosser)

### **6. Sapporo Principal Report: February 24, 2021**

- Sapporo Principal report received, included in the EB packet (Neil Cooke).

**7. Niseko Administrator's Report:** February 18, 2021

- Niseko Administrator's report received, included in the EB packet (Barry Mernin)

**8. Treasurer's Report**

- Treasurer's report received, included in the EB packet (Paul Nickel)

**Discussion Items:**

**9. Introducing New Website and Marketing efforts**

**10. WASC Process Overview**

**11. Document Vault Check In**

**12. Formal Approval of the Husky Legacy Association (HIS Alumni Group):**

- Tim will write a letter to Tad explaining the EB's stance on the creation of the HLA

**13. Update on Niseko Middle School Construction**

**14. Update from the Financial Committee regarding consideration of future staff salary adjustments:**

- Salary & Tuition Increase Projections Jan 2021-2.pdf received in EB packet

**15. EB Goals revisited / confirming groups**

- Template for Board Goals-2.pdf received in EB packet (Kaufman)

**16. Review of meeting:** Very productive meeting, much was discussed.

**17. Time and Place of next meeting:**

- April 27th (WASC meet early in person or maybe on Zoom, to be determined)
- June 29th

**18. The meeting was adjourned at 20:36 .**

**Minutes by Karen Katayama EB Secretary:** February 24, 2021