



Hawthorn Board of Directors Meeting  
December 12, 2019  
1901 N. Kingshighway Blvd., St. Louis, MO 63113

Regular Meeting

**Board Members Present:** Kathryn Love (Chair), Rachana Creeth, Nikki Doughty (on phone), Edes Gilbert (on phone), Sara Goellner, Tim Rowbottom, Mary Stillman, John Ross

**Hawthorn Staff Present:** Daphne Robinson, Shonda Gray, Sikina Lee

**Others Present:** Anne Schaffa (phone), Claire Byrne, Brian J. Wuertz CPA, Kerber, Eck & Braeckel LLP

The meeting was called to order at 8:06 a.m. by Kathryn Love.

The consent agenda, including November minutes and check register, was moved, seconded and approved unanimously.

Brian Wuertz, an auditor with Kerber, Eck and Braeckel (KEB), attended the meeting to review KEB's draft audit of the financial statements of Hawthorn Leadership School for Girls as of June 30, 2019. KEB also audited the Hawthorn Leadership School Foundation. Discussion followed. A motion to approve the audit and the state reporting materials (re: attendance) prepared by KEB was moved, seconded and approved unanimously. Accordingly, the audit will be finalized by KEB.

Rachana Creeth and Anne Shaffa gave the Finance Committee report reviewing the November monthly finances. The cost of the roof and HVAC repairs will not be as high as previously reported; Mary Stillman has worked to obtain a refund of the water and sewer bills. The Finance Committee report was also moved, seconded and approved unanimously.

Daphne Robinson gave the Head of School Report: She reported that she is putting a plan in place for student retention and recruitment, with written material to be rolled out in January 2020. Hawthorn is setting up tour dates to start in January. Hawthorn will augment its STEM programming for the students which will include fieldtrips, NAF, IT and Health Science experiences. The Board reviewed the benchmarks set by its sponsor, Washington University. Daphne gave a high level review of NWEA and Star testing results, which will be reviewed in

more detail in January. The school schedule is being adjusted to provide two math and reading periods per day.

Shonda Gray give updates about the building and grounds. She reported that three bids were received for the roof repair. Shonda and Tim Rowbottom recommend moving forward with the bid from Jim Taylor Inc. to repair the roof for \$14,628 with a 10% contingency for any unexpected problem that may arise. The motion was made for Shonda Gray to engage Jim Taylor Inc. for such work and to work within a 10% contingency on the roof repairs at Hawthorn Leadership School, 1901 North Kingshighway St Louis, MO 63113; it was seconded and approved unanimously.

The Board then approved a motion by following roll call vote to enter Closed Session to discuss legal (§ 610.021(1) RSMo.) and personnel (§ 610.021(3) and (13) RSMo.) matters.

Rachana Creeth -- aye  
Nikki Doughty -- aye  
John Ross -- aye  
Kathryn Love – aye  
Tim Rowbottom - aye  
Mary Stillman – aye  
Sara Goellner - aye

A resolution to exit the Closed Session was approved by the following roll call vote:

Rachana Creeth -- aye  
Nikki Doughty -- aye  
John Ross -- aye  
Kathryn Love – aye  
Tim Rowbottom - aye  
Mary Stillman – aye  
Sara Goellner - aye

The meeting adjourned at approximately 9:12 a.m.