

**Lansing Christian School**  
**LCS Board of Directors Meeting Minutes**  
**January 20, 2009**

**Present:**

Board Members:

Ken Granger, Chair  
Joy Witte  
David Chapman  
Neil Mac Vicar, Secretary  
Rodney Moore  
Marv Helmker  
Doug Harkema  
Ron Hansen

Staff:

Pam Campbell  
Carol Feuss  
Mary Dunsmore

Guests [List Available Upon Request]

Association Members

Absent/Excused: Sal Durso

**Call to Order:**

Ken Granger convened the meeting at 7:00 pm.

**Devotions and Prayer:**

Doug Harkema led a devotion and prayer. Doug's devotion addressed "The Heart of a Coach" — which is an athletic-based devotion. The devotion addressed 1 Corinthians: 4-7, and Doug talked about coaching in love or in fear. LCS desires to lead and coach in love.

**Agenda Approval:**

Ken Granger presented the agenda for the current meeting. The agenda was approved without any changes, objections or additions.

**Minutes:**

By unanimous consent, minutes of the December 16, 2009 Board meeting were approved [Moore/Hansen].

**Public Comment:** None offered.

**Annual Parent Survey:**

A parent survey will be conducted again this year. Last year's survey will be circulated for review and comment. Respond to Pam Campbell.

**Superintendent Report:**

Pam Campbell presented a detailed written report in advance of the meeting. In addition, Mrs. Campbell reported on the following:

- The high school is considering the Fellowship of Christian Athletes.
- Student census at the high school level has a net gain of three [ 5 withdrawals and 8 new students]
- With regard to the 2009-2010 school year, there appears to be high interest in the elementary school from prospective families.
- Mrs. Campbell is enrolled in a "Christians Distinctive" class offered by Christian Schools International [CSI].

**Financial Report:**

Mary Dunsmore presented a written summary report, along with detailed financial reports. Mrs. Dunsmore also addressed the following:

- After receipt of the recent gift to assist in paying down the mortgage, the current mortgage amount is approximately \$513,282. After interviewing several financial organizations, Fifth Third Bank is offering the most attractive refinancing option. As part of the mortgage refinancing proposal, the school's line of credit will also be increased to cover emergency situations.

**Action Item:** Motion [Chapman/Witte] to refinance the remainder of the \$513,282 mortgage for three (3) years with Fifth Third Bank at an interest rate of 4.24%, and increase the line of credit. Motion carried.

- Registration for the 2009-2010 school year will begin in February. There was considerable explanation about the revised registration process which will include a non-refundable registration fee, non-refundable pre-paid tuition, and a schedule allowing current families to register before new families may register. The Board encouraged LCS Administration to review the proposed plan, particularly with regard to providing current families adequate time to plan for and pay the registration and tuition fees.
- Teacher salaries and long range planning for incremental salary increases. Mrs. Dunsmore presented long-range forecasts for LCS to obtain the goal of meeting CSI teacher salary recommendations by the 2017-2018 school year [LCS Board motion, December, 2006]. Mrs. Dunsmore raised this issue in light of the weak Lansing/Michigan economy and the school's current financial position. The Board and Administration had an extensive discussion on this subject. The LCS Board took no formal action on this matter, but will continue to review and evaluate over time — especially in light of the economy, student enrollment, Hidden Treasures, the LCS Foundation and other factors.

**Development/Foundation Report:**

Carol Feuss, LCS Development Director, presented a written report addressing recent activity of the Development Office and the LCS Foundation. Mrs. Feuss highlighted the following:

- All 2008 tax statements and receipts have been mailed out.
- 2008 year-end contributions were up compared to 2007 — which includes several new donors. Total donors was approximately 250.
- Donations to the "Pilgrim Challenge" total approximately \$250,000 at this point.
- The United 4 Kids event is March 26, 2009 and the team continues to seek donations for the event and auction items.

**Other Business:**

Next LCS Board Meeting: Tuesday, February 17, 2009.

**Adjournment:**

By unanimous consent, the general Board meeting was adjourned at approximately 9:48 pm on January 20, 2009.

**Executive Session:**

The Board moved into an executive session at approximately 9:55 pm to discuss administrative issues and the Board nomination process for the May 2009 elections. The Board concluded its business and adjourned at 10:48 pm.

Prepared and respectfully submitted by:



Neil A. Mac Vicar  
LCS Board Secretary