



The Hope Center for Autism, Inc.

Board Meeting Minutes

Wednesday, January 10, 2018; 5:00 PM
1695 SE Indian Street, Stuart, FL 34997

Board Members Present: Jim Applegate, Michele Drake, Mark Murray, George Koester, Susan Maxwell, Linda Peirce

Board Member Absent: Nina Ferraro

Others Present: Executive Director Joanne Sweazey, Jose Bravo from Northwestern Financial

Meeting called to order at 5:02 PM by President, Jim Applegate

Approval of agenda / additions or deletions – approved as emailed

Approval of minutes from last meeting – approved as emailed

Proceedings:

Election of directors/officers: A motion was made and seconded to continue with the same directors.

President – Jim Applegate

Treasurer - George Koester

Secretary – Linda Peirce

Expansion Update: Jim Applegate updated the Board on latest details. Closing on property is scheduled for Friday, January 12 at 1:00 at Jordan Fields' office. Conceptual renderings with a preliminary floor plan have been completed by Garcia and Stromberg Architects. Parking capacity will be a lingering issue. Plan would be to start small and in future build a bridge across the road costing an approximate \$200,000. Total to build will be at an estimate of about \$400 per square foot. Both buildings will be 10,000 square feet. Plan is to have all details completed and in place so building can begin by June 1. Three bids were sought with reply by one vendor. Joanne Sweazey will begin working on obtaining modular. Jim Applegate suggested setting up a meeting to look at site plan and modular plus utilities. Jim announced that a sign announcing The Hope Center will be posted on the property on Monday, January 15. A press release will be coming out to alert the community.

Signers for Bank and Harbor Community Fund: Harbor Community Fund account has been closed and consolidated with Seacoast account. Jim Applegate, Linda Peirce, and Joanne Sweazey are signers with limit of up to \$500 to Executive Director.

Approval of Amended Budget: The amended budget presented by Joanne Sweazey was approved and passed.

Projected Enrollment for 2018–2019: Joanne Sweazey shared that enrollment was currently at 41 students and staying. There continues to be a waitlist for student enrollment.

Accountability Report: The accountability report has been filed with the state.

School Policy: Joanne Sweazey introduced the need to add a policy to the school handbook that will address parental notice in the event a student is removed from the school (or school activity) and taken to a receiving facility for an involuntary examination. Legislation from the state has mandated this as a requirement. Policy addendum to handbook passed by the Board.

Volunteer Handbook: The Board approved the need for a volunteer handbook including the need for a confidentiality agreement that must be signed.

Capital Campaign Committee: Proposal was made to form a capital campaign committee. Jose Bravo offered to meet with Jim Applegate to be of assistance.

Director's Report:

George Koester shared information and ideas regarding a 401K program. Florida Retirement System (FRS) has cut back significantly.



Information Items: The Hope Center received a literacy grant and a Character Counts grant. Mr. Buckles from the MCSD has done Assistive Technology trainings. Joanne will be working on a grant for a 1-week TEACCH training from UNC. Two new teachers have been hired to replace those who have left.

Action Items: There were no action items discussed.

New Business: Clay shooting event will take place on March 24.

Old Business: There was no old business.

Public Comment: There was no public comment.

There being no further business to come before the board, the meeting was adjourned at 6:25 PM.

Respectfully submitted,

Linda Peirce