

# HAPA, Ltd. Board of Directors

## Board Meeting Minutes

October 23<sup>rd</sup>, 2024



<b>Date:</b>	<b>Wednesday, October 23<sup>rd</sup>, 2024</b>
<b>Time:</b>	<b>12:00 noon to 1:30 pm</b>
<b>Location:</b>	<b>HAPA Boardroom</b>
<b>Board of Directors:</b>	Warren Buliox, Sarah Urban, Maureen McNally, Robert Fisher, Drew Kanyer, Mei Robertson, Bill Westrate, and Thay Yang
<b>Excused Absence:</b>	Dan Gentges and Darryl Morin
<b>Founder/Chief Executive Officer:</b>	Chris Her-Xiong
<b>HAPA Staff:</b>	Maggie Bashirian, CFO; Brendan Kearney, CAO; and Mai Shoua, CoS
<b>Guest(s):</b>	Nicole Magolan of Sikich

<b>I. Welcome and Vice Chair's Remarks</b>	Vice Chair Warren Buliox called the meeting to order and welcomed everyone. Vice Chair commented that the Chair asked him to chair the Board Meeting. In addition, the Vice Chair stated that there is exciting new work ahead and we are looking forward to continuing to advancing the mission, vision and goals of HAPA. We are committed to success.
<b>II. Consent Agenda</b> Approval of Consent Agenda Action Item: 1. Board Minutes (August 28 <sup>th</sup> , 2024) 2. CoS's Written Report 3. CAO's Written Report	<b><u>KEY POINTS &amp; OUTCOMES</u></b>  <b>Action Item:</b> The Consent Agenda was unanimously approved after a motion was made and duly seconded as follows: Bill Westrate moved to approve the Consent Agenda. The motion was seconded by Drew Kanyer and carried unanimously.
<b>III. New Business</b> 1. FY24 Financial Audit Report from Sikich, auditing firm  2. HAPA Rededication Ceremony	<b><u>KEY POINTS &amp; OUTCOMES</u></b> 1. FY24 Financial Audit report by Sikich The CPA from Sikich presented to the Board regarding the FY24 financial audit. She reviewed the responsibilities of the auditing firm, governance and management. Their independent audit reports indicated the FY24 financial audit as an unmodified report (a clean financial audit), which is the highest audit.  2. HAPA Rededication Ceremony – this item was tabled.
<b>IV. Old Business</b> 1. CEO Report	<b><u>KEY POINTS &amp; OUTCOMES</u></b> 1. CEO's Report Refer to the CEO's Report for detailed information. Of note, Dr. Her-Xiong shared the Third Friday Student Count information. In

<p>2. CFO's Financial Report</p> <p>3. CoS Report – Title IV</p> <p>4. Update on Executive Search Firm</p>	<p>addition, Dr. Her-Xiong briefed the Board on the HAPA Way, by securing feedback including finalizing the confine mission and vision to one statement. Next steps are to share with the entire staff during the November Professional Development and adoption and implementation in January, 2025 (second semester).</p> <p>2. CFO's Financial Report Refer to the CFO's Report for detailed information. Of note, Maggie Bashirian briefed the Board regarding the financial standing of HAPA including updating the HAPA 5 year strategic financial plan.</p> <p>3. Cos Report regarding Title IV Mrs. Mai Shoua, CoS briefed the Board regarding Title IV and stated that this is a new policy for HAPA; however, HAPA has established policies, processes, and procedures for this matter. The team and staff have received training on the matter.</p> <p>4. Update on Executive Search Firm Dr. Her-Xiong briefed the Board regarding the engagement of the Spano Pratt as the Executive Search firm. The firm specialized in nonprofit organizations.</p>
<p><b>V. Conclusion and Closing Remarks</b></p>	<p>Board Vice Chair Buliox closed the meeting by thanking everyone for their dedication and commitment to advancing the mission, vision, and goals of HAPA. Looking forward to the December annual Board Meeting as well as the holiday celebration.</p>
<p><b>VI. Adjournment</b></p>	<p>The Board Meeting was adjourned.</p>