



Date/Time: Thursday 14 October 6:00 -8:30 PM

Board Attendees: Pekka Holopainen - Chair; Karin Steiner - Vice Chair; Michael Zink - Treasurer, Emily White - Secretary, Hanania Negede, Yohannes Tsehai, Ruth Anne Stevens-Klitz

Regrets: Rudy Muller, Dennia Gayle

Administration Attendees: Dr. Tim Stuart - Head of School; Kristi Williams - Board Administrator

Guests: N/A

Opening	6:00 PM
Agenda	Agenda approved as follows: <ol style="list-style-type: none">1. Approval of 19 August and 18-19 September Minutes2. Head of School Brief3. Finance Committee Update4. Governance Committee Update5. SWOT Analysis6. Board Strategy Taskforce7. November Retreat Planning8. Executive Session
Item 1 Minutes	19 Aug and 18-19 Sept minutes approved.
Item 2 HoS Brief	<ul style="list-style-type: none">● Update on progress in proposed faculty residence project.● Update on establishment of PTO.● Update on recruitment for next school year. Clarifying questions addressed.
Item 3 Finance Committee Update	Finance committee updates on discussions related to: <ul style="list-style-type: none">● Timeline for tuition and billing.● Reserve management and possibility of combining emergency fund with general reserve.● Capital fund and investment management strategy.● HoS update that ICS was approved for a \$1 million grant from the U.S. State Department to update security infrastructure.
Item 4	<ul style="list-style-type: none">● HoS Eval to be discussed during executive session.

ICS Board of Governors Meeting Minutes

Governance Committee Update	
Item 5 SWOT Analysis	<ul style="list-style-type: none"> • Leadership team reviewed SWOT analysis. Agreed with most of the analysis, but thought more clarity was needed on a few items. Also made recommendations for additions to the analysis. • School is awaiting the accreditation report which will help inform the SWOT analysis.
Item 6 Board Strategy Taskforce	<ul style="list-style-type: none"> • Board voted to formally establish the Board Strategy Task Force (BSTF) and appoint Hanania as Chair and Kristi as Vice Chair. • The BSTF will facilitate the Board's process of coming up with 2-3 big ideas in the upcoming strategic planning process. These will ideally look 7-10 years down the road. • BSTF is working to finalize Terms of Reference.
Item 7 November Retreat Planning	<ul style="list-style-type: none"> • All Board members will be in Addis Ababa for the November Retreat. • Board approved schedule proposed for meetings from November 18-November 22, culminating in the AGM.
Item 8 Executive Session	<ul style="list-style-type: none"> • Discussion of HOS evaluation process.
Adjournment	8:40PM