

**Uncharted Shores Academy Minutes**  
**Regular Meeting of the USA Governing Board**  
**Tuesday, *December 8, 2020*, at 5:00 PM**  
**330 E Street, Crescent City, CA 95531**

**I. General Business**

- Call to order: 5:00 PM
- Members present: Jennifer Taylor, Lisa Prumatico (in person); Linda Monnin, Carla Critz (on zoom).
- Administration and Secretary Present: Margie Rouge (in person); Shari Smithson (on Zoom)
- Minutes of previous meeting reviewed. Approved by consensus.

**II. Opportunity for members of general public to speak (see notice #1 below)**

**III. Informational Reports and Presentations (15 minutes)**

- **Reports Concerning Education and Operations:**  
Shari Smithson, Educational Director, reported concerning the safety and activities of the school. There have been 2 student COVID cases, but they were isolated cases and no one else was affected. Protocols were followed and Public Health was notified. The front heater in the main building was reported in need of repair in October and was checked out by Frank's Heating, then placed on emergency heat. They are waiting for permission from our landlord to buy the part and do the repair. The emergency heat is no longer working and the Landlord has been notified. It has not been repaired yet, but the school is being kept warm with space heaters and the back heater which remains in working condition.

**IV. Business Reports: (action requested on each item) – (30 minutes)**

- **Budget Overview:** Presented with explanations.
- **Revised 2020-2021 Budget:** Presented as part of the interim report.
- **First Interim Report:** Presented with explanations.
- **19-20 Audit:** Presented, focusing on the new statement of functional expenses and the schedule of findings and questioned costs.
- **Jennifer motioned approving submission of all of the financials to the district, and Lisa seconded. Unanimously approved.**

**V. Agenda Items Requested for a Future Board Meeting:** nothing pressing.

**VI. Adjournment & Confirmation of next meeting. 6:27 PM adjourned.**

The next regularly scheduled meeting will be on Tuesday, *January 12*, at 5:00 PM, at the school offices, 330 E Street, Crescent City, CA 95531, and on Zoom.