



Heritage Classical Academy
602 Sawyer Street
Suite 720
Houston, Texas 77007

Board Minutes – Regular Meeting 2-26-24

Members present: Stuart Saunders (Chairman), Melissa Martin (Head of School, Richard Hendee (Treasurer), Sharon Griffin, Debra Boultinghouse, Kathryn van der Pol (Secretary).

- A. Mr. Saunders called the meeting to order at 10:05 a.m. With a quorum established, Mrs. Boultinghouse opened the meeting with a prayer and then the meeting got down to business.
- B. Mr. Saunders led the board in reciting the Pledge of Allegiance and the Texas Pledge.
- C. Mrs. Martin read the Mission Statement and Mrs. Boultinghouse read the Vision statement.
- D. Since no members of the public attended, there was no public comment, and we proceeded to the next item on the agenda.
- E. Ms. Griffin moved to approve the Minutes from the Board of Trustees meetings of February 12. Mrs. Boultinghouse seconded. Motion carried 5-0.
- F. Lesa French, a broker with Savills, updated the board on the search for a facility. Her company surveyed the entire SBOE district of Staci Childs looking at property over 10,000 sf for sale or lease in 77092, 77091, 77088, 77080, 77018, 77007, 77022. All those results were provided to Mr. Saunders and Mrs. Boultinghouse. Nothing has yet been identified of interest to Mrs. Boultinghouse.

Multi-tenanted buildings were excluded as a matter of the board's preference. Ms. French stated it was not illegal for a school to be in a building with tenants if entrances / exits / staircases for the tenants were external to the school. These buildings also should have space for a school to expand over time. In her opinion, if the space is contiguous and the contract provides for growth rights, multi-tenanted buildings are viable school options.

Mrs. French provided some updates on properties we had considered in the past.

- The property on Sutherland is still for sale and the owner has offered to sell it as a build to suit.
- The property on Acorn is raw land. It may be difficult to develop and put a building on it in a timely manner. Mrs. French recommends we focus on land with buildings.

After the presentation, the board deliberated and gave the Property Committee revised guidelines for the search

- 25,000 sq feet building or bigger
- Include multi-tenanted buildings
- A minimum of 3 acres of land
- Focus on leasing a building with land over purchasing

Mr. Cullen, an agent for Wakefield drove with Mrs. Boultinghouse, but again found nothing of immediate interest. They looked at property in Pearland (77051), Houston (77045, 77047), Almeda-Genoa (Hwy 288). Raw land is available for \$5/sf. Mr. Cullen has also reached out to other real estate agents.

The next day Mr. Cullen and Mrs. Boultinghouse drove through Acres Homes and the neighborhood around Pinemont looking for property with for sale by owner signs.

The board also discussed property owned by Steve Moore. Mrs. Griffin stated that she toured the property and the surrounding area. She did not have any concerns about the neighborhood. Mr. Moore told her he is willing to maintain rental rates at the same price for parents to reduce mobility concerns.

Mrs. Boultinghouse spoke to TEA's employee, John Garland, and learned that our concern about getting an amendment is not an issue. Mr. Garland explained it would be unnecessary to seek an amendment from TEA because all the property under consideration is within HISD, AISD, SBISD per our contract. So even if Mr. Moore's property is outside our stated zip codes, it could be utilized without having to apply for an amendment since it is within AISD.

Mrs. French advised that if Mr. Moore's property becomes a serious consideration, it would be best to negotiate a long-term lease with a right to purchase throughout the term. An ongoing purchase right protects the school against future property taxes.

Mrs. Boultinghouse stated that she and Mr. Cullen would be driving the area again on Tuesday and Wednesday (February 27 and 28). She said that there was an upcoming lunch meeting with Mr. Moore, Melissa Martin, herself, and Lesa French. Mrs. Martin said that the police station has a 10-year lease with Mr. Moore's other office building.

Mr. Saunders mentioned that the owner of a property on Campbell Road was contacting him. It is unclear what building code that property is. The property has a gymnasium and soccer fields.

G. There was no closed session.

H., I. No action taken since there was no closed session.

The chairman moved item M up on the agenda.

M. The board received specific formal language from the attorney regarding last month's decision to defer the school opening until August 2025. The attorney requested that we discuss and approve the resolution he drafted. After reading the draft, Mr. Hendee moved that we accept the resolution as written. Mrs. Boultinghouse seconded the motion. Approved 5-0.

J. The Chairman reported he had received a response from the attorney for the property on Antoine (with corrected address) and had given a response to Mrs. Cannings including a contract. The chairman asked the Head of School her preference of a school location. The HOS stated she preferred the Antoine location because it had a gymnasium.

K. There was a brief Head of School report. Mrs. Martin reported that in her conversations with Hillsdale College she was told that HCA is now on probation due to the deferred opening date. She also reported that she planned to visit homes in the neighborhood of Mr. Moore's building after the meeting.

The Chairman adjourned the meeting at 11:35 a.m.

Respectfully submitted,
Kathryn van der Pol, Board Secretary
Heritage Classical Academy