



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

Board Minutes – Regular Meeting 1-2-24

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

- A. Mr. Saunders called the meeting to order at 11:45 a.m. With a quorum established, the meeting got down to business. Mr. Saunders read the Mission Statement and the Vision statement.
- B. Since no members of the public attended, we proceeded to the next item on the agenda.
- C. Mrs. Martin presented her research on lottery software. After her presentation, there was discussion and she addressed Trustees' questions. Mr. Hendee then made the motion to approve the purchase of LotterEase for \$1787.84, provided the location of the school is identified by January 31, 2024. Ms. Griffin seconded. Motion carried 5-0.
- D. No closed session was held.
- E. Next, we discussed the facility under consideration. Mrs. van der Pol reported that she met with the church pastor. He was doubtful that the process of negotiating the LOI would move forward but was willing to speak to the church council. No further board action was taken.

The Chairman adjourned the meeting at 12:30 a.m.

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