



Board of Directors Meeting

Monday, May 7, 2018 — 09.00 – 16.00

Xiamen International School (XIS)

Board Members: Vice-President: Steve Moody (SM); Treasurer: Steve Dare (SD) Secretary: Jeffrey Stubbs (JS); Howard Stribbell (HS), Kate Sutton-Jones (KSJ); Patrick Hurworth (PH)

Executive Director: Tom Ulmet (TU)

Executive Officer: Angie Lee (AL)

Guest: Robert Stearns (RS)

Apologies: Sandra Webster (SW)

SUMMARY – ACAMIS BOARD MEETING – May 7, 2018

AGREED

- that the fee structure for payments to presenters be made consistent as per the approved budget.
- a need to review membership standard again in October to review the membership standards to redefine the term of bilingual schools for ACAMIS.

MOTIONS

- to adopt essential agreements as presented by SD – moved by SM, seconded by JS – passed unanimously
- to forward the revised initiatives to Executive Officers for further review and determine the next steps in the October meeting – moved by JS, seconded by KSJ – passed unanimously
- to remove the action item re amendment for member schools be responsible for their tax abilities if hosting ACAMIS events from the March 1 & 2, 2018 ACAMIS Board meetings – moved by KSJ/seconded by JS; passed unanimously.
- to approve the action item of Draft Procedure – moved by SD/seconded by SM; passed unanimously.
- to approve the action item of removing the term “higher education” to “education” under the definition of Associate Members – moved by SM/seconded by KSJ; passed unanimously.
- to approve the March 2018 minutes– moved by SD/seconded by SM; passed unanimously.
- to offer Bill Elman the appointment as Board member – moved by KSJ/seconded by JS; passed unanimously.
- To approve the external audit conducted by Asia Sentinel for the ACAMIS fiscal year ended July 31, 2017 and to authorize the President and Treasurer to sign the document on behalf of ACAMIS; moved by PH/seconded JS; passed unanimously.
- to approve the provisional budget for the 2018-19 school year – moved by SD/seconded KSJ; passed unanimously.
- to authorize the E.D. to accept the Chubb quotation that is inclusive of cyber-security and D&O coverage

- for ACAMIS for any lawsuits related to student accidents –moved JS/seconded KSJ; passed unanimously.
- to support ACAMIS members participating in planning committees, registration fees will be waived for committee members for the conference that they are planning – moved by SD/seconded by JS- passed unanimously
- to accept the document as amended and to further review as needed in future – moved by JS/seconded by PH - passed unanimously.
- to approve the revised Sports Charter for 2018-19 with TU to follow up with criteria for realignment for 2019-20 – moved by SD/seconded by KSJ - passed unanimously;
- In the event of termination of membership for any reason or withdrawal from ACAMIS, there shall be a three-year waiting period before a school may reapply for membership unless otherwise approved by the ACAMIS Board of Directors – moved by JS/seconded by HS - passed unanimously.

ACTIONS

- Board Officers to consider how the strategic portion of the agenda will be organized for the October meeting and how to progress with the schema accomplished at this meeting.
- TU to contact Western Academy of Beijing re hosting October BOD on Sunday, October 21, 2018.
- TU to approach CISG for hosting Chinese Conference in 2020.
- TU to send the ACE Charter to all Board members for electronic vote on approval of the revised ACE Charter for 2018-19.
- TU to develop a draft statement re banning alcohol by all participants taking part in ACAMIS activities.