



2014, March 18 Board of Councilors Minutes

CAJ Gakkou Houjin Board of Councilors Meeting
March 18, 2014, 8:45 a.m.
Matsukawa Place, Higashi Kurume, Tokyo

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Devotions

Taizo Morimoto led the board in devotions on God being in control, and the board had a time of prayer.

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Attendance

Present

1. Melinda Balona (Member at Large)
2. Gaius Berg (for WorldVenture and Alumni Representative)
3. Pauline Carlson (ECC)
4. Michael Essenburg (Staff)
5. Misook Cho (CRJM)
6. Andrea Johnson (ECC)
7. Paul Johnson (Member at Large)
8. Gerald May (TEAM)
9. Lawrence Mutenda (Member at Large)
10. Aileen Selander (TEAM)
11. Paul Tsuchido Shew (Member at Large and Educator)
12. Kenichi Shinagawa (Member at Large)
13. Lawrence Spalink (CRJM)
14. Steven Tarter (SEND International)
15. Ken Taylor (WorldVenture)
16. Brian Vander Haak (Headmaster)
17. Suzanne Warren (OMS)
18. Jonathan Winter (SEND International)
19. Yew Keong Wong (OMF for OMS)

Ex-Officio

1. Taizo Morimoto (Supervisor-Auditor)
2. John Sakurai (Supervisor-Auditor)
3. Grace Fukuzawa (Chong Eun Lee) (Observer)

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SY 13-14:1 Call to Order

The meeting was called to order at 8:55 a.m. with nineteen of the nineteen (19/19) Councilors present. Ten members (a majority) are necessary to establish a quorum.

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SY 13-14:2 Election of the Meeting Chair

Aileen Selander moved and Pauline Carlson seconded to elect Gerald May to serve as meeting chair.

The motion passed.

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SY 13-14:3 Approval of the Agenda

Moved by Ken Taylor and seconded by Paul Shew to approve the agenda, with the addition of a time for announcements regarding the headmaster position.

The motion passed.

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SY 13-14:4 Signers of the Minutes

MSC to designate Melinda Balona and Paul Shew, in addition to Board of Councilors Chair Gerald May, as signers for the minutes of the March 18, 2014 Board of Councilors meeting.

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Announcements Regarding the Headmaster Position

Pauline Carlson shared that Brian Vander Haak will be completing his service of headmaster at the end of next school. Information regarding the headmaster position is available on CAJ's website.

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SY 13-14:5 Tuition Increase for SY 2014-2015

Moved by Gaius Berg and seconded by Jon Winter to approve a tuition increase for school year 2014-2015.

The motion passed.

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SY 13-14:6 Operating Budget for April 1, 2014 - March 31, 2015

Moved by Jon Winter and seconded by Pauline Carlson to approve the operating budget with revenue of ¥659,607,000 and expenses of ¥659,607,000 for April 1, 2014 - March 31, 2015.

The motion passed.

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SY 13-14:7 Capital Budget for April 1, 2014 - March 31, 2015

Moved by Michael Essenburg and seconded by Jon Winter to approve the capital budget of ¥50,080,000 for April 1, 2014 - March 31, 2015.

The motion passed.

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Review of Amended Board of Councilors Operating Procedures

Gerald May gave a brief review of the proposed changes to the Board of Councilors Operating Procedures and said the proposal would be discussed at the May meeting.

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Discussion of Proposed Changes to Constitution, Article II, Basis

Pauline Carlson shared how the proposed changes were developed and thanked those who developed the proposed changes. Lawrence Spalink noted that if approved, the English version will be the official version. He also outlined how the committee worked together, some of the sources of information used, and the how the committee developed a seven-point proposal. He then described the committee's efforts to make the proposal reader friendly and to provide an effective Japanese translation.

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Date of Next Meeting

The next meeting of the Christian Academy in Japan Board of Councilors is scheduled for Tuesday, May 20, 2014 beginning at 8:45 a.m. at Matsukawa Place, Higashi Kurume, Tokyo.

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Review of the March 18, 2014 Minutes

The board reviewed the March 18, 2014 minutes.

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SY 13-14:8 Approval of the March 18, 2014 Minutes

MSC to approve the March 18, 2014 minutes, pending closing prayer and a minute for meeting adjournment.

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Closing Prayer

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SY 13-14:9 Adjournment

MSC to adjourn the meeting at 11:17 p.m.

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Respectfully submitted,

Michael Essenburg
Board of Councilors Secretary

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Signatures: March 18, 2014 Christian Academy in Japan Board of Councilors Minutes Approved

Gerald May
Board of Councilors Chair

Melinda Balona
Board of Councilors Member

Paul Tsuchido Shew
Board of Councilors Member

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