



## 2015, May 19 Board of Councilors Minutes

CAJ Gakkou Houjin Board of Councilors Meeting  
May 19, 2015, 8:45 a.m.  
Matsukawa Place, Higashi Kurume, Tokyo

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### Devotions

Gerald May led the board in devotions and opening prayer.

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### Attendance

#### Present

1. Carlson, Pauline (ECC)
2. Balona, Melinda (Member at Large)
3. Berg, Gaius (for World Venture and Alumni Representative)
4. Buchholtz, Grant (ecc)
5. Johnson, Paul (Member at Large)
6. King, Dixie (OMS)
7. Leenders, Johanna (Mieke Sasaki) (CRJM)
8. May, Gerald (TEAM)
9. Mutenda, Lawrence (Member at Large)
10. Selander, Aileen (TEAM)
11. Sexton, Daniel (OMS)
12. Shew, Paul (Member at Large and Educator)
13. Shinagawa, Kenichi (Member at Large)
14. Spalink, Lawrence (CRJM)
15. Stoesz, Karen (SEND International)
16. Tada, Hiroaki (Staff)
17. Taylor, Ken (World Venture)
18. Vander Haak, Brian (Head of School)
19. Winter, Jonathan (SEND International)

#### Proxy

None

#### Absent

None

#### Ex-Officio

1. Abraham, Sobi (Supervisor-Auditor)
2. Morimoto, Taizo (Supervisor-Auditor)
3. Norton, Thomas (Observer – next Head of School)

#### Observers

1. Fukuzawa, Grace (BOD)

#### Abbreviations

MS - moved and seconded

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### SY 14-15:15 Call to Order

The meeting was called to order at 8:45 a.m. with nineteen of the nineteen (19/19) Councilors present (0 by proxy). A majority (ten) is necessary to establish a quorum.

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## **SY 14-15:16 Election of the Meeting Chair**

MS to elect Gerald May to serve as meeting chair.

**The motion passed.**

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## **SY 14-15:17 Approval of the Agenda**

MS to approve the agenda.

**The motion passed.**

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## **SY 14-15:18 Presentation of the Audit**

Rick Seely presented the Independent Auditor's Report from the Nagao Accountancy Corporation for the fiscal year ended March 31, 2015, including explanations of balance sheet, profit and loss results and cash flow.

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## **SY 14-15:19 Acceptance of the Audit**

MS to accept the Independent Auditor's Report from the Nagao Accountancy Corporation for the fiscal year ended March 31, 2015.

**The motion passed.**

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## **SY 14-15:20 Tax Deductible Receipt Status Approval**

Hiroki Tada reported on a proposal to apply for tax-deductible status as educational foundation (jun-gakkou hojin). MS to apply for certified status to receive tax-deductible donations according to Japanese law.

**The motion passed.**

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## **SY 14-15:21 Resignation from the Board of Councilors**

MS to accept Brian Vander Haak's resignation from the BOC effective June 30, 2015.

**The motion passed.**

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## **SY 14-15:22 Approval of New Board of Councilors Member**

MS to accept Brian Vander Haak's resignation from the BOC effective June 30, 2015.

**The motion passed.**

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## **SY 14-15:23 Report from Head of School**

MS to accept with appreciation Brian Vander Haak's Report as the Head of the School, including his Annual Report.

**The motion passed.**

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## **SY 14-15:24 Approval of Prior Minutes**

MS to approve the minutes of BOC meeting of March 10, 2015.

**The motion passed.**

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## **SY 14-15:25 Signers of the Minutes**

MS to designate Dixie King and Jonathan Winter, in addition to Board of Councilors Chair Gerald May, as signers for the minutes of the May 19, 2015 Board of Councilors meeting.

**The motion passed.**

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## **SY 14-15:26 Date of Next Meeting**

The next meetings of Christian Academy in Japan Board of Councilors are set for Monday, March 14 and Monday, May 16 of 2016 at Matsukawa Place, Higashi Kurume, Tokyo.

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## **SY 14-15:27 Closing Prayer**

Lawrence Mutenda closed in prayer.

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## SY 14-15:28 Adjournment

MSC to adjourn the meeting at 11:07 p.m.

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Respectfully submitted,

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Paul Tsuchido Shew  
Board of Councilors Secretary

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## Signatures: May 19, 2015 Christian Academy in Japan Board of Councilors Minutes Approved

\_\_\_\_\_ (seal)  
Gerald May  
Board of Councilors Chair

\_\_\_\_\_ (seal)  
Dixie King  
Board of Councilors Member

\_\_\_\_\_ (seal)  
Jonathan Winter  
Board of Councilors Member

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