

CAJ Board of Directors Meeting Minutes
Tuesday, January 16, 2024, 9:14 a.m.
Matsukawa Place – Harvest Hall

Attendance:

Daniel Sexton (OMS)
Tiffany Neufeld (SEND) (left at about 10:00)
Grant Buchholtz (ECC) (sent response to consent agenda)
Anne Marie Smoker (CRJM)
Seita Sakaguchi (Member-at-Large)
Gregory Swenson (JVENTURE)
David Mawhinney (CAJ)
Jeremy Seminoff (Member-at-Large and Educator)
Nicholas Petkoff (TEAM)

Supervisor-Auditors
Mark Bedow
Taizo Morimoto

SY23-24:66 Devotions – Gregory Swenson

Greg shared from Psalm 20.

SY23-24:67 Time of Prayer for CAJ

SY23-24:68 Call to Order / Determination of Quorum

The meeting was called to order at 9:14 a.m. A quorum was established with 9 members present.

SY23-24:69 Approval of signers for today's minutes

MSC to designate Anne Marie Smoker and Gregory Swenson, in addition to the Chairperson of the Board of Directors, as signers for the minutes of the January 16, 2024 Board of Directors Meeting.

SY23-24:70 Approval of Agenda

MSC to approve the agenda as presented.

SY23-24:71 Report from Finance and Audit Committee (Tiffany Neufeld)

Business Manager Selwyn Chua presented the preliminary budget proposal.

MSC to accept report from Finance and Audit Committee.

SY23-24:72 Report from Governance and Policy Review Committee (Anne Marie Smoker)

MSC to accept report from Governance and Policy Review Committee.

SY23-24:73 Act of Endowment Changes - New Government Regulations in 2025 concerning Board of Councilors and Board of Directors

There was a discussion about how to move forward in light of the upcoming changes in governance regulations and how it will affect the board of directors and board of councilors. It was decided by general consensus that the chair would send a letter of explanation to the heads of each founding mission and that the mission representatives to the board would solicit feedback from their respective missions.

SY23-24:74 First Reading: Deletion of Board Policy B 2.2.2 and sub- policies B 2.2.2.1, B 2.2.2.2, B 2.2.2.3, and B 2.2.2.4

MSC to delete the following policies:

B 2.2.2 Employ staff in order of priority, when applicants are similarly qualified: (SY 13-14:62)

B 2.2.2.1 Applicants supplied by founding missions

B 2.2.2.2 Applicants supplied by other missions

B 2.2.2.3 Applicants affiliated with a mission (SY 13-14:63)

B 2.2.2.4 Applicants not affiliated with a mission (SY 10-11:154)

SY23-24:75 First Reading: Deletion of Board Policy B 2.2.5

MSC to delete the following policy:

B 2.2.5 Inform staff that in their roles at Christian Academy in Japan they do not represent their missions

SY23-24:76 Head of School Monitoring Report

MSC to accept Head of School Monitoring Report of B 2.6 Financial Planning and Budgeting, and B 2.9 Compensation and Benefits.

SY23-24:77 First Reading: Deletion of Board Policy B 2.9.4

MSC to delete the following policy:

2.9.4 Fail to have board-approved guidelines for support raising. (SY 21-22:70)

SY23-24:78 Lunch Break

SY23-24:79 Head of School Report – David Mawhinney

MSC to accept Head of School Report.

SY23-24:79 Discussion of Policies Regarding Sexuality and Gender

There was a discussion on the issue of policies regarding sexuality and gender. David Mawhinney, Seita Sakaguchi and perhaps another board member will draft policies for further discussion.

SY23-24:80 Review Opportunity Leadership Part 2 – Gregory Swenson

Greg led a discussion on part three of the book.

SY23-24:81 Other Matters for the Board to Discuss

A governance conference will be held at Faith Academy Manila, Philippines Sept. 9-12, 2024. The chair will find out who is interested in attending.

The need for new board members, including officers for next year, was discussed.

SY23-24:82 Monthly review of board process: verbal (B.4.1.7)

While extended discussion is good, it might be beneficial to decide in advance how much time to allot to each agenda item.

SY23-24:83 Review and Approval of Today's Minutes

MSC to approve today's minutes.

SY23-24:84 Closing Prayer

Nicholas Petkoff closed the meeting in prayer.

SY23-24:85 Adjournment

The meeting was adjourned at 3:13 p.m.

Respectfully submitted, Grant Buchholtz, secretary

Signatures

_____	(seal) Daniel Sexton - Board Chair
_____	(seal) Anne Marie Smoker - Board Member
_____	(seal) Greg Swenson - Board Member