

Christian Academy in Japan
Board of Councilors Meeting Minutes
November 14, 2023
8:45 a.m. Online

Current Board of Councilors Members: 19 (AE §25)

Councilors Present

1. Buchholtz, Grant
2. Matsumaru, Josh (online)
3. May, Jim (online)
4. Neufeld, Tiffany
5. Roberts, Poppy (online)
6. Sexton, Daniel
7. Swenson, Greg
8. Tada, Hiroaki (online)

Councilors Present Who Submitted Votes through Email.

1. Foxwell, Phil
2. Greer, Jay
3. Sakaguchi, Seita
4. Sexton, Keiko
5. Skipper, Heidi
6. Smoker, Anne Marie
7. Trim, Kathy
8. Umipig-Julian, Deborah

Councilors Absent

1. Jansson, Matthew
2. Peterson, Heidi
3. Roberts, Mark

Supervisor-Auditors Absent

Observers

1. Mawhinney, David
2. Petkoff, Nicholas
3. Seminoff, Jeremy

Quorum: 10 members needed for quorum.

Notation conventions in the minutes:

1. Act of Endowment is quoted as *AE §chapter.article (number)*.
2. All motions were moved and seconded.

SY23-24: 11 Call to Order and Establish Quorum

The meeting was called to order at 8:48 by Chair of the Board of Directors, Daniel Sexton. Seventeen of the nineteen (17/19) Councilors were in attendance. A majority (ten) is necessary to establish a quorum in accordance with *AE* §21.8.

Opening Prayer

SY23-24: 12 Election of Chair for this meeting

Motion to elect Daniel Sexton to serve as chair for this meeting.

Approved.

SY23-24: 13 Recognition of Secretary for this meeting

Poppy Roberts was asked to take the minutes for this meeting.

SY23-24: 14 Approval of the Selection of the Signers of the Minutes

Motion to designate Tiffany Neufeld and Grant Buchholtz, in addition to the elected meeting chair Daniel Sexton, as signers for the minutes of the November 14, 2023 Board of Councilors meeting.

Motion to approve the selection of the signers of the minutes.

Approved.

SY23-24: 15 Approval of the Agenda

Motion to approve the agenda as presented.

Approved.

SY23-24: 16 Motion to accept the resignation of TEAM missionary Matthew Jansson from the CAJ Board of Councilors.

Approved.

SY23-24:17 Motion to accept the resignation of TEAM missionary Matthew Jansson from the CAJ Board of Directors

Approved.

SY23-24: 18 Motion to approve TEAM missionary Nicholas Petkoff to replace Matthew Jansson on the CAJ Board of Councilors for the remainder of the term which ends June 30, 2024.

Approved.

SY23-24:19 Motion to approve TEAM missionary Nicholas Petkoff to replace Matthew Jansson on the CAJ Board of Directors for the remainder of the term which ends June 30, 2024.

Approved.

SY23-24: 20 Review and Approve today's Minutes

Minutes were reviewed to confirm the actions at this meeting.

Motion to approve the minutes of today's meeting with the understanding that minor corrections may be approved at our next board meeting.

Approved.

SY23-24: 21 Closing Prayer by Grant Buchholtz.

SY23-24: 22 Adjournment

Motion to adjourn at 9:03.

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Approved.

Respectfully submitted,

Poppy Roberts
Board of Councilors secretary

Signatures:

_____(seal)
Elected Signer: Daniel Sexton
Board of Councilors Chair

_____(seal)
Elected Signer: Tiffany Neufeld
Board of Councilors Member

_____(seal)
Elected Signer: Grant Buchholtz
Board of Councilors Member

Approval of CAJ Board of Councilors Meeting Motions

8:45 am Tuesday November 14, 2023

Motion to accept the resignation of TEAM missionary Matthew Jansson from the CAJ Board of Councilors.

Approve

Motion to accept the resignation of TEAM missionary Matthew Jansson from the CAJ Board of Directors.

Approve

Motion to approve TEAM missionary Nick Petkoff to replace Matthew Jansson on the CAJ Board of Councilors for the remainder of the term which ends June 30, 2024.

Approve

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Approve

PLEASE TYPE YOUR NAME: Phil Foxwell

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PLEASE TYPE YOUR NAME: Jay Greer

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PLEASE TYPE YOUR NAME: Seita Sakaguchi

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PLEASE TYPE YOUR NAME: Keiko Sexton

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PLEASE TYPE YOUR NAME: Heidi Skipper

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PLEASE TYPE YOUR NAME: Anne Marie Smoker

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PLEASE TYPE YOUR NAME: Kathy Trim

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Approve

PLEASE TYPE YOUR NAME: Devorah (Debbie)Umipig-Julian
