

**Christian Academy in Japan
Board of Councilors Meeting Minutes
October 10, 2023
8:45 a.m. Online**

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

Councilors Present

1. Buchholtz, Grant
2. Greer, Jay
3. Foxwell, Phil
4. Jansson, Matt
5. May, Jim
6. Neufeld, Tiffany
7. Peterson, Hydi
8. Roberts, Poppy
9. Sakaguchi, Seita
10. Sexton, Daniel
11. Smoker, Anne Marie
12. Swenson, Greg
13. Tada, Hiroaki
14. Trim, Kathy

Councilors Who Submitted Votes Through Email

1. Matsumaru, Josh
2. Roberts, Mark
3. Sexton, Keiko
4. Skipper, Heidi
5. Umipig-Julian, Deborah

Supervisor-Auditors

1. Bedow, Mark
2. Morimoto, Taizo

Observers

1. David Mawhinney
2. Jeremy Seminoff

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: 1 Call to Order and Establish Quorum

The meeting was called to order at 8:45 by Chair of the Board of Directors, Daniel Sexton. of the nineteen (/19) Councilors were in attendance. A majority (ten) is necessary to establish a quorum in accordance with AE §21.8.

Opening Prayer

SY23-24: 2 Election of Chair for this meeting

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

Approved.

SY23-24: 3 Recognition of Secretary for this meeting

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

SY23-24: 4 Approval of the Selection of the Signers of the Minutes

Motion to designate Anne Marie Smoker and Grant Buchholtz, in addition to the elected meeting chair Daniel Sexton, as signers for the minutes of the October 10, 2023 Board of Councilors meeting.

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

Approved.

SY23-24: 5 Approval of the Agenda

Motion to approve the agenda as presented.

Approved.

SY23-24: 6 Approval to purchase more space in Matsukawa Place

Motion to approve paying World Venture 20,496,032 yen to change the ownership percentage of Matsukawa Place building to 59% CAJ, 41% World Venture.

2 World Venture members abstained from the vote.

Approved.

SY23-24: 7 Approval to demolish the Guard House

Motion to approve paying an estimated 1,800,000 yen to demolish the Guard House.

Approved.

SY23-24: 8 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: 9 Closing Prayer by Anne Marie Smoker.

SY23-24: 10 Adjournment

Motion to adjourn at 9:06.

Approved.

Respectfully submitted,

Poppy Roberts
Board of Councilors secretary

Signatures:

Elected Signer: Daniel Sexton
Board of Councilors Chair

(seal)

Elected Signer: Anne Marie Smoker
Board of Councilors Member

(seal)

Elected Signer: Grant Buchholtz
Board of Councilors Member

(seal)