CAJ Board of Directors Meeting Minutes
13:20am Friday, October 09, 2026
Maekok River Village Resort, Thailand

Attendance:

Anne Marie Smoker (CRJM)
Dave Skipper (JVENTURE)
Angela Lee (Member-at-Large)
Stephen Yosypiw (Member-at-Large)

Supervisor-Auditors

Mark Bedow

Online:

David Mawhinney (Head of School)
Nick Petkoff (TEAM)

Absent:

Grant Buchholtz (ECC)
Chad Farmer (SEND)
Karen Johnson

SY26-27:17 Call to Order and Determination of Quorum

The meeting was called to order at 13:41.
A quorum (⅔rds) was established with six members present.

SY26-27:18 Approval of Chair for this Meeting

MSC to approve Anne Marie Smoker.

SY26-27:19 Approval of Agenda

MSC to pull the Finance Committee Report off the Consent Agenda because of the separate voting item (SY26-27:22, below), and to approve agenda.

SY26-27:20 Approval of the Selection of the Signers of the Minutes:

a. Board Chair – Anne Marie Smoker
b. Secretary – Dave Skipper
c. Signer: Angela Lee
d. Auditor-Supervisor: Mark Bedow

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

SY26-27:21 Consent Agenda

a. HoS Report
b. GPRC Report

MSC to approve the consent agenda.

SY26-27:22 Finance Committee Report

1. On the recommendation of auditors, the policy for financial reporting has been tightened to be more precise regarding family debts to the school. Staff are being informed of this change.
2. Request to approve giving permission to the Building Committee to pursue the purchase of the TEAM storage property located at 3-4-19 Nishibori, Niiza-shi, Saitama-ken, up to 12,500,000 yen.
    a. The property will otherwise go on the market on October 22
    b. The property will be used for storage and workshop space
    c. The property is on unregistered land, and it recommended to keep it as the same status
    d. Possibility of asbestos on the property needs to be ascertained/dealt with

MSC to approve the request to give permission to the Building Committee to pursue the purchase of the property up to 12,500,000 yen. [NB Nick did not vote due to conflict of interest]

SY26-27:23 HoS Monitoring Report Content

Discussed the nature and purpose of monitoring reports, and the responsibility of the board to set these, tracking both ends (as reported on last year) and limitations (not done for a while). Agreed that all board members need to review and be familiarised with the policies and limitations required of the HoS, so that we can have a more pointed discussion and agreement on how we require the HoS to report. This needs to be kept as a live topic to move forward at the next board meeting.

SY26-27:25 Review and Approve the Minutes of This Meeting

MSC to approve the minutes.

SY26-27:26 Adjournment

MSC to adjourn the meeting.

SY26-27:27 Signing of Minutes

Respectfully submitted by Dave Skipper

Signatures:

_____ Anne Marie Smoker

_____ Dave Skipper

_____ Angela Lee

_____ Mark Bedow (Auditor-Supervisor)