

**Zion Christian School  
Board Meeting  
November 23, 2004**

1. **OPENING OF MEETING.** Craig Baker, board president, opened the meeting at 7:00pm by reading II Corinthians 7:13-16 and leading in prayer.
2. **ROLL CALL.** Present were: Craig Baker; Mark DeJong; Jim Drew; Carl Kooiker; Jerry Lobezoo; Todd Petit; and Ken Smith. Jason Heerema, administrator, was also in attendance.
3. **MINUTES APPROVED.** The minutes of October 26, 2004 were approved.
4. **CORRESPONDANCE.** None.
5. **ADMINISTRATOR'S REPORT.** Jason Heerema presented a written report. We have received a special gift from Faith Reformed Christian School as follows: \$20,000 general fund; \$10,000 building fund; and \$20,000 transportation fund. Thanksgiving baskets were delivered to 10 needy families. The computer updates are complete and running well. The school year is going very well, students and staff are very positive about this school year. Our most recent parent/teacher conference went very well with normal attendance. Some detentions were given for locker checks. Grandparents' day went very well.
6. **TECHNOLOGY COMMITTEE.** By common consent a Technology Committee, a subcommittee of the Building And Grounds Committee, was approved.
7. **BUILDING COMMITTEE.** Craig Baker reported for the committee. It was reported that a meeting was held on November 15, 2004 with The Design Forum Inc, and various representatives of Zion to look at future facility needs.
8. **BUILDING AND GROUNDS.** Craig Baker reported for the committee.
9. **TREASURER'S REPORT.** Mark DeJong reported for the committee. The minutes of their November 18<sup>th</sup> meeting were presented.
10. **LINE OF CREDIT.** On motion the board approved the renewal of our \$650,000 line of credit with Macatawa Band at a rate of prime, floating for 12 months.
11. **COMMITTEE MEMBER APPROVED.** On motion Steve Renkema from Cornerstone URC was approved to serve on the Finance Committee.

12. **CREDIT CARDS AND TUITION.** On motion the board approved a recommendation from the Finance Committee to not allow tuition payments by credit cards.

13. **CREDIT CARDS AND DONATIONS.** On motion the board approved the acceptance of credit card payments through Auction Pay web services for donations or purchases at the auction or other approved functions.

14. **PUBLIC RELATIONS.** Craig Baker reported for the committee.

15. **EDUCATION COMMITTEE.** Ken Smith reported for the committee. The minutes of their October 27<sup>th</sup> meeting were presented.

16. **TRANSPORTATION COMMITTEE.** Carl Kooiker reported for the committee. An update was given on the development of Zion Christian School Transportation Board, a plan to help parents transport their children to school and provide tax-exempt status for the monies used for this purpose.

17. **DATE OF NEXT MEETING.** The moderator declared that the next meeting would be December 28, 2004.

18. **ADJOURNMENT.** On motion the meeting adjourned at 8:41 p.m. with prayer led by Carl Kooiker.

Respectfully Submitted,

Rev. Ken Smith  
Secretary