

## Vientiane International School

### 23<sup>rd</sup> Annual General Meeting, Wednesday 9 May 2018



The meeting was called to order at 17:35

Attendees: Total 12 participants, including five of eight voting board members.

Board Chair opened the meeting and welcomed attendees.

#### 1. Board transitions:

- Addressed new board selection process, including the appointment process.
- Noted that only one person – Rachel Dechaineux – was running in the board election for the one open elected seat, therefore Rachel won the seat unopposed.
- Noted that appointed members would be announced at the end of May.
- Paid well wishes to departing board members and members whose terms were complete: Dinesh Sellamuttu, Tim Enderlin, Seng Thammavong, and Brian Himmelsteib

#### 2. Minutes approved from the 22<sup>nd</sup> AGM held on 10 May 2017.

#### 3. This is Jane's last VIS AGM.

#### 4. Director's Report VIS 2017-2018 – insert Director's report

#### 5. Questions generated from Director's presentation:

- Do we send the Director's report out via email? **Answer:** The annual report goes on the website. We are very careful in not disseminating financial information on the internet, though it is available for any parent to review in the business manager's office. Board notes are also available for review.
- How do we attract more people to the AGM? **Answer:** Attendees are fewer than in the past, though we often see spikes in attendance when hot-button issues come to the fore.
- Do we have a schedule for capital improvements? **Answer:** We are constantly looking at processes for improving the campus, and are looking at some possible ways to better use our space. Regular maintenance is on a set schedule.
- Do we have a marketing plan? **Answer:** The board will address this issue in the coming year. We have been careful to balance internal and external needs and requirements are we mindful of the increased competition in Vientiane.