

Launchpad Academy - Inaugural Board Meeting Minutes

Date: August 25, 2025

Location: Google Hangouts

Attendees:

- Randolph Robert –President/Chair & Registered Agent
- Jennifer Ramsey – Treasurer
- Ashley Espinoza – Secretary

1. Opening & Governance

- Robert opened the meeting with roll call and prayer.
- Agenda approved unanimously.
- Bylaws adopted as written, including:
 - President to serve an indefinite term.
 - Faith alignment required for leaders and mentors (not for students).
- Board roles confirmed:
 - Robert – President/Chair
 - Ramsey – Treasurer
 - Espinoza – Secretary
- Regular board meetings scheduled for the end of each month.

Action Items:

- Espinoza to sign bylaws.
- All members to finalize signature collection.

2. Mission & Program Model

- Reviewed three-phase educational model:
 1. Exposure to diverse concepts.
 2. Cultivation of chosen pathways.

3. Transition to income-generating skills by age 18.

- Initial target enrollment: 10 students in Year 1.
- Commitment made to fair and open student screening.
- Priority identified: secure dedicated lab space to ensure consistency and support for non-homeschooled students.

Action Item:

- Robert to lead development of a student screening method.

3. Budget & Resources (Approx. \$48,000 Target)

- Reviewed preliminary budget covering AI tutoring, space rental, robotics kits, laptops, insurance, 3D printers, and related resources.
- Budget requires revisions and further review before approval.

Action Items:

- Robert to consult IT contact regarding device management and filtering.
- Team to finalize budget for approval at the next meeting.

4. Fundraising Strategy

- Primary fundraising focus: business sponsorships and private donors.
- Secondary option: grants.
- Community fundraising tools discussed (Facebook Nonprofits, Kroger card linking).

Decisions:

- Ramsey to lead fundraising and outreach efforts.
- Treasurer's monthly financial reports required.

Action Items:

- Ramsey to build outreach list and pitch to businesses.
- Ramsey to prepare monthly treasurer's report template.

5. Banking & Payment Processing

- Options discussed: Pathways FCU, Richwood Bank, Huntington, and others.
- Stripe (via website) and Venmo for Nonprofits identified as donation gateways.

- Banking decision deferred pending further comparison.

Action Items:

- Robert and Ramsey to research banks/credit unions and present findings.
- Open Stripe and Venmo accounts once a bank is chosen.
- Banking decision to be finalized via email approval.

6. Compliance & Transparency

- IRS Form 1023-EZ to be filed (~\$300 fee).
- Until approval, donations are not tax-deductible. If approved, deductibility will be retroactive to August 21, 2025.
- Commitment made to publish meeting minutes on the website.

Action Items:

- Robert to prepare and file IRS Form 1023-EZ.
- Espinoza to draft and post minutes on the website.
- Robert to prepare necessary resolutions for records.

7. Facilities

- Priority: secure a dedicated lab/youth center (~\$20,000).
- Mobile trailer concept tabled due to HOA and logistical concerns.

Action Item:

- Ramsey to identify and evaluate possible lab/youth center spaces.

8. Communications & Branding

- Maintain private Facebook group for internal communication.
- Public-facing social media pages to be developed later.
- Branding and color scheme informally approved.

Action Item:

- Espinoza to coordinate website updates and posting of minutes.
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9. Events & Calendar

- Community event planning deferred until after initial fundraising.

Action Item:

- Ramsey to include event funding needs in the fundraising plan.

10. Board Responsibilities

- Reviewed fiduciary duties and conflict of interest policy.
- Members affirmed responsibilities to the nonprofit itself.

11. Closing

- Closing prayer offered.
- Meeting adjourned.

Next Meeting: End of September 2025

Submitted by:

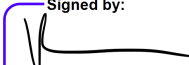
Signed by:

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Ashley Espinoza, Secretary

Date: 8/29/2025

Accepted by:

Signed by:

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Randolph Robert III, President/Chair

Date: 8/29/2025