

**MINUTES OF THE MEETING OF  
THE BOARD OF DIRECTORS OF  
TERRY TUTORS SPECIALIZED EDUCATION SERVICES**

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The board of directors of Terry Tutors Specialized Education Services held its quarterly meeting on June 25, 2016 at 1:00 pm at 13423 Burbank Blvd. in Sherman Oaks, California 91401 via teleconference.

The following directors were in attendance at the meeting and constituted a quorum of the full board:

- Christine Terry, Founder & Executive Director
- Elisabeth Miller, President
- Laura Gonzalez, Vice President
- Lydia Butterfield, Treasurer
- Anne Esparza, Secretary

The chairperson announced that the meeting was held pursuant to written waiver of notice and consent to holding of the meeting signed by each of the directors. Upon a motion duly made, seconded, and unanimously carried, it was resolved that the written waiver of notice and consent to holding of the meeting be made part of the minutes of the meeting and placed in the corporation's minute book.

**QUARTERLY UPDATE**

The chairperson submitted the quarterly financial update, indicating that as of June 25, 2016 Terry Tutors Specialized Education Services is currently operating at a loss of \$328.77. This is due to the following factors: (1) Seasonal Services (summer is the slow season), and (2) Employee payroll.

Considering Terry Tutors Specialized Education Services is primarily a seasonal business (school year), operating at a loss during the summer months was anticipated for fiscal year 2016, which ends on December 31, 2016.

**MARKETING**

The Chairperson announced that for marketing and transparency purposes, all board members were asked to submit a professional bio and picture for the website. All but one member had completed this request prior to the meeting date.

**SLIDING SCALE**

The board of directors took up the matter of implementing a sliding scale based upon the living wage in Orange County, California and Los Angeles, California.

The Executive Director made the initial motion to adopt. All members seconded and carried the motion.

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RESOLVED that the Living Wage Sliding Scale motioned by Christine Terry, Executive Director of Terry Tutors Specialized Education Services is hereby approved and adopted.

**ADJOURNMENT**

Since there was no further business to come before the meeting, upon motion duly made and seconded, the meeting was adjourned.

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Anne Esparza, Secretary