



The Upward Bound School Inc.
 5600 Crescent Ave Buena Park, Ca 90620
 (714) 752-0417

**Meeting Minutes Of
 THE UPWARD BOUND SCHOOL, INC.**

The meeting of the board of directors was held at the following place, date and time.

- **Date:** 03/26/2025
- **Time:** 5:00pm
- **Location:** 5600 Crescent Ave -
 - Room 222 / Zoom <https://us06web.zoom.us/j/7144002578>
- **Attendees:**

Christopher Chaidez	NPO President	Present
Corina Mora	NPO Treasurer	Present
Luz Terrazas	NPO Secretary	Present
Lori Brummel	NPO Vice President	Present
Tim Chaidez	Proposed NPO Proposed Director of Operations and Coordination	Present

- **Meeting Purpose:** 2025 Q1 Quarterly Meeting

Pursuant to the Bylaws, the meeting was officiated by following person(s):

Chairman of the meeting: Christopher Chaidez, NPO President

Secretary of the meeting: Luz Terrazas, NPO Secretary

Minute Items

1. Call to Order and Welcome:

Welcome and Introductions

RESOLVED: Meeting started at 5:05pm

2. Update of ByLaws

- **Christopher Chaidez, President proposal to add Proposed NPO Proposed Director of Operations and Coordination position of NPO Vice Treasurer in our bylaws**
 - Corina Mora' Seconds the motion
 - All in favor

3. Update of Officers

- **Christopher Chaidez, President appointment of Timothy Chaidez as NPO Director of Operations and Coordination**
 - Corina Mora' Seconds the motion
 - All in favor

4. Organization Expenses

- **Corina Mora, NPO Treasurer Reports:**
 - A payment to Guidestone was made for 40K for back payment on 03/14/2025.
 - A payment to Guidestone was made for 10K for back payment on 03/20/2025.
 - An early rent payment to Guidestone was made for 7K on 03/20/2025
 - A projected P&L will be presented for the Q2 NPO board meeting to show more accurate numbers on our 2025 income and expenses

5. Principal Office

After discussion of the location of the principal office, upon motion duly made, seconded, and unanimously carried, the following resolution was adopted:

RESOLVED: Christopher Chaidez, President proposes to adopt a resolution to change the registered office of the NPO to 5600 Crescent Ave Buena Park, Ca 90620 and filing the appropriate statement with the Secretary of State.

- Luz Terrazas' Seconds the motion
- All in favor

6. Reports

- **President's Report:** Christopher Chaidez Reports
 - Potential Contracts
 - Two tours this upcoming week
- **Vice President's Report:** Lori Brummel reports
 - Nothing to Report
- **[Other Officer/Committee Reports]:** Tim Chaidez - Transportation/Others
 - Health Permit Inspection was completed, but we need to make sure hot water works on the sink next to the fridge.

7. Miscellaneous Subjects

The Chairman then asked if there was any other subject to discuss in the meeting.

The meeting continues to discuss following subjects:

- **Employees' hours increase approvals**
 - **Christopher Chaidez proposed Luz Terrazas' hours increased to a total of 35 hours per week**
 - Lori Brummel' Seconds the motion
 - All in favor
 - **Christopher Chaidez proposed Jocelyn Cumplido's hours increased to a total of 25 hours per week**
 - Corina Mora' Seconds the motion
 - All in favor
- **Christopher Chaidez, President proposes** dismissal of On Call Sub : Abril Cerpas
 - Lori Brummel' Seconds the motion
 - All in favor
- **Christopher Chaidez, President proposes** to continue hiring as follows: On call Subs as many as possible; Driver - Interviews for 2 more people

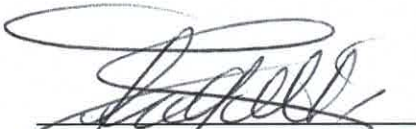
- Luz Terrazas' Seconds the motion
- All in favor
- **Christopher Chaidez, President, proposes** to Invite a Guidestone Member Representative to a quarterly NPO board meeting.
- Title was updated and corrected from Treasurer to President.
 - Lori Brummel' Seconds the motion
 - All in favor
- **Christopher Chaidez, President, proposes** trying to get new options for payroll, the following are good options :ADP, Axiom, Gusto
 - Timothy Chaidez' Seconds the motion
 - All in favor

8. Adjournment

There was no further subject to come before the meeting, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned.

Meeting adjourned at 6:47pm
 Next Formal Meeting: 6/25/2025

 6/25/2025
 Christopher Chaidez / Chairman Date

 06-25-2025
 Luz Terrazas / Secretary Date