

**Saint Paul Conservatory for Performing Artists
Board of Directors Regular Business Meeting Minutes
May 15, 2023**

Members Present:

Michael Robins, Chair
Kelly Rodieck, Vice Chair & Treasurer
Shawn Judge, Secretary
Mike Bettison
Amber Keeley
Jeffrey Kimpton
Dustin Haug

Others Present:

Callie Jacobs, Superintendent
Brian Goranson, Principal

I. Call to Order

Michael Robins, Chair, called the meeting to order, a quorum was present.

II. Approval of Agenda

M/S Kimpton/Judge to accept the May 15, 2023 Regular Business Meeting agenda.
Motion passed unanimously.

III. Approval of March 20, 2023 Meeting Minutes

M/S Haug/Kimpton to approve the March 20, 2023, Regular Business Meeting Minutes.
Motion passed unanimously.

IV. Consent Agenda

A. List of Bills for March & April 2023

M/S Rodieck/Kimpton to approve the list of bills for March & April 2023.
Motion passed unanimously.

B. 2022 Form 990 (SPCPA & SPCPA Building Company)

M/S Judge/Rodieck to approve submission of Form 990 for SPCPA and SPCPA Building Company for 2022. Motion passed unanimously.

V. Open Forum

Michael Robins, on behalf of the entire Board, extended sincere gratitude to fellow member Jeffrey Kimpton for the donation of his time and resources to plan and facilitate the Board's strategic planning workshop last month. The Board engaged in a productive session and emerged with a clear list of priorities to guide the work of the Board and administration moving forward.

VI. Action Items

A. 2023 April Financial Statements

M/S Judge/Haug to accept the 2023 April Financial Statements.
Motion passed unanimously.

B. Selection of Audit Firm for FY23

M/S Kimpton/Bettison to accept Abdo's proposal for audit services for FY23.
Motion passed unanimously.

VII. Reports & Discussion

A. Enrollment

a. 2022-2023 Enrollment Summary

Superintendent Jacobs detailed the enrollment summary. There are currently 380 students enrolled.

b. 2023-2024 Application Summary

Regarding students for the 2023-2024 school year, we have 52 new enrollments confirmed and 28 students still with outstanding invites, most of them in 9th grade. 4 students are in the waiting pool and will be invited shortly. The Board will examine the resident districts of new students at the next business meeting to determine if trends continue to follow prior years.

B. Administrative Report

Administration shared that the website will be getting an update over the summer. The new website is projected to be launched sometime in August in conjunction with the start of the new school year. The website is one of the school's main marketing tools and changes will be made with prospective students and families in mind.

All academic teachers that have been extended an offer of renewed employment for next school year have indicated an intent to return at this point, which is great news!

There was a wonderful article in the Star Tribune highlighting the mural now displayed in the Victory skyway that was made possible this past semester through a collaboration with the City of St. Paul, Victory Ramp, and SPCPA's public art class.

C. FY23 Revenue and Expenditure Budget - Revised

Jacobs is working with BKDV on a revised budget which is currently a work in progress. Initial changes were reviewed with the Board as embedded in the April 2023 Financial Statements. Changes will continue to happen between now and June, perhaps through June, in hopes of coming within 4% of revenues and expenditures, as well as meeting bond covenants.

D. FY23 Revenue and Expenditure Budget - Proposed

The FY24 budget will be built based on 350 ADM.

VIII. Board Comments & Requests

A. Next Regular Business Meeting June 12, 2023 (5:30 PM)

X. Adjournment

M/S Bettison/Kimpton to adjourn. Motion passed unanimously.