

**Saint Paul Conservatory for Performing Artists
Board of Directors Regular Business Meeting Minutes
November 13, 2023**

Members Present:

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

Members Absent:

Shawn Judge, Secretary

Others Present:

Callie Jacobs, Superintendent
Brian Goranson, Principal
Terry Moffatt, Authorizer Liaison, University of St. Thomas

I. Call to Order

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

II. Approval of Agenda

M/S Kimpton/Rodieck to accept the November 13, 2023 Regular Business Meeting agenda.
Motion passed unanimously.

III. Approval of September 18, 2023 Meeting Minutes

M/S Kimpton/Bettison to approve the September 18, 2023 Regular Business Meeting Minutes.
Motion passed unanimously.

IV. Consent Agenda

M/S Haug/Kimpton to accept the consent agenda. Motion passed unanimously.

- A. 2023 September Expenditures
- B. J-Term Contracts, Personnel, and Venues

Contracts

Sayge Carroll	\$2,020
Desare Cox	\$2,000
Mark Ehling	\$2,020
Aria Endahl	\$1,520
Hanna Esparza	\$1,520
Wesley Frye	\$2,020
Richard Hitchler	\$2,020
Sayer Keeley	\$920
George Keller	\$2,020
John Lutz	\$2,020
Maggie Bergeron	\$1,020
Gary Briggie	\$2,020
Nick Gaudette	\$1,020
Henry Breen	\$500 (not to exceed)

Personnel

Brandon Chambers	\$2,000
Paul Coate	\$2,000
Alex Eady	\$1,000
Maiya Hartman	\$2,000
Alex Hathaway	\$500 (not to exceed)
Kay Heino	\$2,000
Joseph James	\$2,000
Noah Klemp	\$2,000
Adam Levy	\$2,000
Laura Osterhaus	\$1,000
Aaron Preusse	\$500 (not to exceed)
Sara Robinson	\$2,000
Amanda Sachs	\$2,000
Scott Stafford	\$2,000

Venues

Hamline	\$3,575
HighPoint	\$1,335
Jungle Theater	\$4,000
Mixed Blood Theater	\$4,700
MUDLUK	\$2,500
North Garden	\$3,193
Public Functionary	\$800
Southern Theater	\$2,850
Terrarium	\$2,000

C. Two-Year Agreement with Niche.com

V. Open Forum

There were no participants in open forum, but Terry Moffatt shared an overview of her site visit throughout the day. She extended appreciation to school administration and staff for coordinating the visit so she could examine a sampling of school operations, academics and arts programming, and connect with stakeholders. Additionally, she shared positive feedback she's heard from other schools she works with regarding their experience with Niche.com and the traction she's seen then gain around increased enrollment after engaging in a partnership with the company.

VI. Action Items

A. FY23 Audit

M/S Kimpton/Keeley to approve submission of the FY23 audit to all relevant parties by the required deadlines. Motion passed unanimously.

Representatives from Abdo will present a summary of the FY23 audit at the Board's next regular business meeting on February 5, 2024.

B. 2023 September Financial Report

M/S Bettison/Kimpton to accept the 2023 September Financial Report through September 30, 2023. Motion passed unanimously.

C. 2024 Board Meeting Calendar

M/S Rodieck/Haug to accept the 2024 Board Meeting Calendar to conduct regular business meetings. Motion passed unanimously.

D. 2023-2024 Emergency Preparedness Plan

M/S Rodieck/Kimpton to accept the Emergency Preparedness Plan for 2023-2024. Motion passed unanimously.

VII. Reports & Discussion

A. SY23-24 Enrollment Summary

Superintendent Jacobs presented the 2023-2024 Enrollment Summary. There are currently 360 students enrolled. Enrollment is lower than the prior year and ADM will continue to be monitored closely throughout the school year. If enrollment results in a drop below 350 ADM the budget will be revised accordingly during the school year.

The school just began accepting applications for the 2024-2025 school year. Currently, 16 students applied for 9th grade with 9 of the students interested in enrolling in visual arts.

B. Administrative Reports

The school will conduct its annual World's Best Workforce (WBWF) engagement session on December 14, 2023 at 4:00 PM. Invitations to attend will be sent out to community stakeholders closer to the date. Following the session, a summary report of SPCPA's WBWF goals and progress toward attaining those goals will be posted to the website by the December 15, 2023 deadline.

The Board and administration spent the remainder of the meeting discussing possible ways to celebrate SPCPA's 20th year of operation next school year.

VIII. Board Comments and Requests

A. Annual Board Training

The Board will continue to discuss options in terms of potential dates, times, and topics for their annual Board training this spring.

B. Next Regular Business Meeting February 5, 2024 (5:30 PM)

IX. Adjournment

M/S Haug/Keeley to adjourn. Motion passed unanimously.