

**High School for Recording Arts  
Board of Directors Meeting Minutes  
November 8, 2017; 9:00 am**

*The mission of the High School for Recording Arts is to provide youth the opportunity to achieve a high school diploma through the exploration and operation of the music business and other creative endeavors*

Board Members in attendance: Paula Anderson, Tonya Draughn (arrived during item #4), Alicia Sullivan, and Darryl Young. Absent: Carei Thomas. Ex Officio and others: Bonita Hughes of Studio 4; Lisa Hasledalen and Andrew Adelman of Designs for Learning; former HSRA student Emmet Hutchinson

Note: All votes were unanimous unless otherwise stated.

1. Call to order – the meeting was called to order by the Chair, Anderson, at 9:15, with Sullivan and Young also in attendance.
2. Approve meeting Agenda – one addition item was identified: fundraising presentation by a former student (to be addressed under Public Comment) – Young moved acceptance of Agenda as revised; seconded by Sullivan, and carried.
3. Minutes: Approve Minutes of the September 27, 2017 regular board meeting – it was noted that auditor will present at December board meeting rather than in November as was stated in the Minutes. Sullivan moved approval of the Minutes as presented; seconded by Young, and carried.
4. Financial Updates – Hasledalen distributed Sept. 2017 Financial Statement Packet including: Narrative Summary Report; Reporting Period Overview; Balance Sheet dated 9/30/17; Summary Income Statement; HSRA FY18 budget with Sept. Year-to-date (and HAS Program shown separately); Payment Register; and Period Balance Report.
  - 2016-17 audit status – Hasledalen report, audit is completed; went well and will be presented on at the next meeting. There were three minor findings. Overall audited fund balance as of 6/30/17 was \$2,157,825. Also distributed was a letter from Studio 4 to the HSRA Board stating reduction of Studio 4 management fees by \$700,000 for Fiscal 2017. Anderson thanked David Ellis on behalf of the Board for these reductions. **Anderson moved acceptance of the letter; seconded by Young, and carried.**
  - 2017-18 financial updates – Hasledalen reviewed for the Board. Hughes reported, HSRA has not yet received Food Service revenues, due to errors in the application process which will be clarified soon. Board intends to call a special meeting if this is not addressed within 10 days. Board reviewed Payment Register; Anderson noted a number of items for confirmation and follow-up as needed. **Young moved acceptance of the financials; seconded by Sullivan, and carried.**
5. Director's Report

- Enrollment updates – Anderson reported, current enrollment is 344 students; current ADM 301.71. Current attendance rate is 61.34%. Average age of HSRA students is approximately 17.8 years.
  - Staffing updates – no changes since September meeting.
  - Development and grant updates – no updates.
  - Facility purchase financing and construction update – no report; it was noted that this item can be dropped from future meeting Agendas.
6. Board Committee reports
    - School Improvement Committee – Anderson reported, there have been no changes to goals / measures for the authorizer (distributed at previous meeting). Adelman reported, the 2016-17 Annual Report which is due 11/30, will be completed by then and submitted in draft form; the Board will review at its December meeting.
    - Parent Advisory Committee – Anderson noted, recruiting of parents for this is underway.
  7. New Business: HSRA Building Company board membership – Anderson reported, Wayne Jennings who is on this Board, no longer wants to serve. A member needs to be identified to replace him, who should be a member of the HSRA board. Darryl Young volunteered to serve (Anderson is already on this Board). **Draughn nominated Young to serve on the HSRA Building Company board; seconded by Sullivan, and carried.** This board needs to meet again; previous meeting was in the spring. Anderson will send notices of Building Company meetings.
  8. Old business:
    - Scholarship in Philip Borer Nelson’s name – Young reported, this group has not yet met.
  9. Public comment – Anderson reported, HSRA alum Emmet Hutchinson asked to present on LINX2Funds, a service that connects nonprofit organizations to individual donors. Hutchinson presented on LINX2Funds, which allows user to designate a nonprofit of their choice to which monies are then donated when the individual spends on certain products and services. Anderson will review with HSRA leadership, and consider the request.
  10. Other business – Anderson noted, HSRA Board will formally extend condolences to Operations Director Matt Brown’s family.

The meeting was adjourned at 10:45am.