

**High School for Recording Arts
Board of Directors Special Meeting Minutes
Wednesday, March 25; 9:00 am**

All Board Members in attendance: Paula Anderson, Tonya Draughn, Wayne Jennings, Carei Thomas, and Darryl Young. Ex Officio and others: Education Director Anthony Simmons; David Ellis and Bonita Hughes of Studio 4; Andrew Adelman of Designs for Learning; attorney John Cairns

Note: All votes were unanimous unless otherwise stated.

1. Call to order – the meeting was called to order by the Chair, Jennings, at 9:00 am, with all members in attendance.
2. Approve meeting Agenda – approved as presented, by common consent.
3. Facility financing: Facility/property acquisition and lease updates; consider bondholder contract provisions – Cairns and Ellis updated the Board on discussions they have had regarding building purchase options. Issues being addressed include how to develop the property once purchased and options for working with the building's other current tenant, the Foss Swim School. Board discussed. **Anderson moved approving authorization for the HSRA's building company to exercise its option to purchase the entire 1166 University Avenue building, for \$4,715,000; seconded by Young, and carried.**

Next, Cairns updated the board on next steps. These include:

- Complete the building purchase agreement (Cairns will do this in the next few days)
 - Identify owner's representative or project manager. This person will represent the building owners' interests, dealing with the architect and building contractors on a day-to-day basis. Building company will contract with owner's rep. A potential person for this role is Kou Vang, owner of JB Realty.
 - Identify general contractor, to work with the architect on building renovations (Randy Fielding has been chosen as the architect). Cairns will work with the architect to generate a request for bid. He advised the Board, there should be at least three bidders.
 - File application with City of St. Paul HRA for bonds to purchase the building.
 - File application with the state for their review and comment.
 - Prepare Appendix A – this tells the story of the school, supporting the case for the building purchase.
4. Contract update: consider revised HSRA-Studio 4 contract – Cairns advised the Board, he and HSRA administration have agreed upon the essentials of contract revisions which need to be completed before the building purchase. Tabled to next meeting.
 5. Other business – Tanya Draughn updated the Board on the Homes for HSRA Students initiative, which is seeking housing solutions for the many HSRA students who are homeless

or highly-mobile. There is a Facebook page devoted to the initiative; see homesforhsra. The project manager for this initiative will present to the Board at the next regular meeting.

Cairns recommended another Special Meeting be scheduled for continued discussion of the building purchase process. **Jennings moved scheduling such for Wednesday May 6, at 9:00 am; seconded by Thomas, and carried.**

The meeting was adjourned at 10:20 am.

Respectfully submitted by Andrew Adelman