

**High School for Recording Arts  
Board of Directors Meeting Minutes  
Wednesday, April 13, 2016; 9:00 am**

Board Members in attendance: Paula Anderson, Tonya Draughn (arrived during item #4), Wayne Jennings, and Carei Thomas. Absent: Darryl Young. Ex Officio and others: Education Director Anthony Simmons; Development Director Todd Barnes; David Ellis and Bonita Hughes of Studio 4; Lisa Hasledalen and Andrew Adelman of Designs for Learning; attorney John Cairns

Note: All votes were unanimous unless otherwise noted.

1. The meeting was called to order by the Chair, Jennings, at 9:20 with Anderson and Thomas also in attendance
2. Approve meeting Agenda – draft Agenda item #4, Set date for special meeting to consider expulsion, was dropped (no longer needed), and three items were added to the Agenda: Update from John Cairns on HSRA’s property tax appeal; Election & determination of officers under Director’s Report; updates to HSRA’s strategic plan under Committee reports. The Agenda was approved by common consent, with these changes.
3. Minutes: Thomas moved approval of the Minutes for February 17, 2016 as presented; seconded by Anderson, and carried.
4. Update on HSRA’s property tax appeal – Cairns reported, property tax appeal will be filed on behalf of HSRA’s building company as discussed in the Feb. 17 meeting. Cairns has met with the auditor; final edits will be done and the appeal letter mailed today.
5. Financial Updates for FY2016 – March Financial Statement Packet distributed including Narrative Summary Report, Period Reporting Overview Dashboard, Balance Sheet, Summary Income Statement, Payment Register, Journal Entry Listing, Period Balance Report, and Bank Reconciliations; also Reconciliation Worksheet and FY16 Cash Flow Projections; Hasledalen reviewed for the board. Ellis expressed concern about the school not being represented in discussions regarding building-related finances. Board discussed issues around property taxes, and recovery of expenses that were to be reimbursed to the HSRA building company at bond closing, but have not been as of yet. Cash Flow projections show \$304,537 due back to HSRA from the building company. **Anderson moved acceptance of the financial statement; seconded by Jennings, and carried. Thomas moved approval of the Payment Register; seconded by Jennings, and carried after review by Board.**
6. Facility purchase financing and construction updates; including update from Cairns re property tax appeal – property tax appeal addressed in item #4; no update otherwise
7. Director’s Report (Simmons)
  - Enrollment updates – Simmons reported, current ADM is 313; currently 329 students enrolled. HSRA will end the year with over 300 ADM which is the target, as long as 300 students stay enrolled.
  - Staffing updates – there were two hires: Nakream Mosthi, special ed. cultural liaison; Priscilla Dombek, special ed. reading specialist. **Jennings moved approval of staffing changes; seconded by Anderson, and carried.**

- Development and grant updates – Anderson reported, she just wrapped up HSRA’s current MN State Arts Board Learning Grant and is working on a MSAB festival grant, to support HSRA’s planned Green Line music festival. Todd Barnes reported on developments including a grant from the Monday Matters group of school supporters that meets at HSRA weekly, to honor HSRA students who’ve succeeded above-and-beyond: there will be a student recognition luncheon at the school, tentatively scheduled for May 18. There will also be a job fair at the school May 25, and a media event HSRA is hosting along with the St. Paul Police Dept. April 20 at which WalMart will award 40 students with new shoes. HSRA is ready to approach funders with requests for support for the Jump City program which is to provide more athletics for HSRA students and youth from the community, at the expanded facility.
  - Election and determination of officers – John Cairns’ recommendation for good Board practice was to do this in the spring; Board considered; and after discussion decided to retain existing schedule with elections and annual meeting appointing officers occurring in the fall.
8. Board Committee reports
- School Improvement Committee – Anderson and Adelman reviewed updated HSRA Targets and Measures for 2015-16, aligned with Performance Targets in HSRA’s contract with the Authorizer (distributed to the Board in advance and at the meeting). Board discussed and identified revisions pertaining to the goal referencing numbers of audit findings. Jennings moved approval of revised Targets and Measures; seconded by Anderson, and carried.
  - Parent Advisory Committee – no update
  - Strategic plan – Adelman reviewed revisions of the HSRA Strategic Plan for the Board (also sent to Board in advance and distributed at the meeting). **Jennings moved acceptance of revised strategic plan; seconded by Anderson, and carried.**
9. Public comment – there was none
10. Board training plan and survey – Board discussed obtaining training the the mandated areas of Finance, Governance, and Personnel. **Jennings moved HSRA have Designs for Learning do the Board training in the three mandated areas; seconded by Thomas; and carried.** This will be scheduled for May 13.
11. Other business – Draughn updated the board on an effort by the LIFT to End Poverty organization – LIFT has been asked to put in a proposal for a \$10,000 grant to work on voter engagement and wants to use HSRA as a fiscal agent for the grant. Board discussed. **Jennings moved for HSRA to act as fiscal agent for LIFT to End Poverty; seconded by Anderson and carried with Draughn abstaining; Anderson, Jennings and Thomas voting in favor.**

The next regularly scheduled meeting of the HSRA Board is June 22, 2016.

The meeting was adjourned at 11:10.

Respectfully submitted and Andrew Adelman