

**High School for Recording Arts
Board of Directors Special Meeting Minutes
Wednesday, May 6; 9:00 am**

Board Members in attendance: Paula Anderson, Wayne Jennings, and Darryl Young. Absent: Tonya Draughn, Carei Thomas. 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; Kou Vang of JB Realty; and HSRA facility manager Layne Bellamy.

Note: All votes were unanimous unless otherwise stated.

1. Call to order – the meeting was called to order by the Chair, Jennings at 9:05 with Anderson and Young also in attendance.
2. Approve meeting Agenda – four items were added to the Agenda: St. Paul HRA review; MDE review and comment application; Board assurances; and calendar, the latter two under Other business. Jennings moved approval of the Agenda as presented, seconded by Young, and carried.
3. Facility financing: Facility/property acquisition and lease updates; consider bondholder contract provisions – Kou Vang of JB Realty (owner’s representative) joined the meeting. An email message from Vang to Ellis, Simmons and Cairns was distributed to the Board; Vang reviewed for Board members. The message addresses comparisons between proposals presented by general contractors Rochon and Anderson for building renovations. Layne Bellamy, HSRA facilities manager and member of the HSRA Building Company board, arrived during discussion of general contractors’ proposals. Board discussed, including which elements of planned building renovations are included and not included in the renovation plans. Cairns advised the Board, it needs to take action to authorize the Building Company board to enter into a contract with a general contractor, after which this will be validated in writing by the Building Company board. **Jennings moved approval of selection of Rochon Corp. as general contractor for the renovation project, directing the HSRA Board’s members who are on the Building Company to enter into a contract with Rochon; seconded by Anderson, and carried.**

Subsequent to this, the Building Company board, consisting of Anderson, Bellamy and Jennings also voted to approve Rochon Corp. as general contractor (moved Bellamy, seconded Anderson).

Simmons, Ellis and Vang left for further discussion by the Board. Cairns updated the Board on progress negotiating agreement with Foss Swim School to purchase the 14% of the building that they occupy. Foss will need to show evidence by the next meeting, that they have funds for this. Cairns also noted the possibility of the new owners selling a portion of the property which would not compromise operations of the existing owners, to raise funds for future projects. After this discussion, there were two motions:

- **Jennings moved the Board set a special meeting May 28 at 9:00 am, to act on the purchase agreement; seconded by Anderson, and carried.**
 - **Anderson moved, Board direct counsel to inform potential buyers that they need to provide purchase agreements and assurances of finances to the HSRA Board and Building Company by May 22; seconded by Jennings, and carried.**
4. Contract update: consider revised HSRA-Studio 4 contract – Simmons, Ellis and Jennings will meet to update draft contract; this will be approved upon bond closing.
 5. St. Paul HRA review – Cairns advised the Board, the owner’s representative will address.
 6. MDE review and comment application – owner’s representative will address.
 7. Other business
 - Board assurances – Anderson distributed a Pillsbury United Communities Authorizer-School Contract and Annual Renewal Affidavit of Assurances which needs to be signed to Board members; Board reviewed. Individual members will sign, and the Affidavits returned to PUC.
 - Calendar – Anderson distributed a draft 2015-16 Academic Calendar. School year runs August 31-June 24. Simmons advised the Board, HSRA plans to continue with a shortened summer, and more breaks during the school year. There are a total of 167 days. There are three intercessions: Nov. 16-26; Feb. 6-12; and April 18-22. **Anderson moved approval of the Calendar, seconded by Young, and carried.**

The meeting was adjourned at 10:25 am.

Respectfully submitted by Andrew Adelman