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# September 18, 2023

Salt Lake School for the Performing Arts Board of Trustees Meeting Minutes

Board Chair, Doug Keefe convened the meeting at 5:30 PM.

Meeting style: Virtual

Attendees Included:

Board Officers: Doug Keefe; Kari Plaster

In Attendance: Board Members:

Tina Gillman

Kyla Plaster

Tracy Evans

Ilana Harrus

Administration:

Angela Pontius - Principal

Emily Andersen – Assistant Principal

Bethany Hansen – Artistic Director

Jeff Biesinger – Business Manager - Red Apple

Keegan Fitlow – Student Council President

David Kaminsky

**Absent**

Steve Barth

Kristi Swett

Meeting came to order at 5:34.

**Review and Approval of Past Board Meeting Minutes**

Move and approve past Board meeting minutes.

Tina moved we approved the meeting minutes, Kyla seconded. All approved.

** Student Council Report**

Keegan Fitlow: Student Body President. Everyone settling, moving mostly out of the way. Teachers are set up. People are glad to be back to a sense of normalcy. Cool with the new building. Preparing for Shakespeare, dance, music, theatre. Mean Girl auditions are this week. Kids ready to get into the normal schedule of things. Homecoming is this Saturday, Wild West Sunrise Formal. Made a bunch of Wanted Posters. Juno is the activities chair. Holding elections for 2 Freshmen Reps., 2 Sophomore Reps., and 1 Senior Rep. Normally its just the two freshmen representatives. Have a lot of transfer students this year.

New location allows you to see people more.

Any concerns? They just want to get the ball rolling on things. Ready to get going on that and see what casting is.

Mike Risley Question: how is the online stuff going? I know that some were not stoked about how the U of U went or the deadline. The deadline was Aug. 1st. Keegan was going to take a Math Class but they didn’t know. Bills weren’t forthcoming either. We had a problem with Utah online. 90% are in now.

Ilana: There was a problem with the site being blocked from the school. If you are late, no real consequences.

Emily: There have been issues with passwords as well as the state online coordinator. Almost everyone are in a Science and/or a History class. E-mails will now be going home. This will not happen at semester.

Tina: how is Lunch Pro? Good number of kids in line for that stuff. Compared to Highland lunch it is better.

Doug: how’s it going at Highland? Most kids are taking school downstairs. For kids who are going to Highland, some kids want to keep their friendships and things. Buses have been fine, not many complaints.

What about downstairs English and Math?

Jodie: a Freshmen and calling in sick. She goes to Highland and Spa.

Any suggestions? No things are running smoothly.

Welcome to stay or go. Up to you.

 **Administrative Report**

Enrollment: 163 today. Reviewed core and other things. Emily, working really hard on SPED, compliance, etc.

Been visiting English and Math, students being well served.

Performing Arts Venue Status: Bethany, Spencer Potter. In close of final stages. Already on their calendar. Bethany asked for all the ones that are scheduled there. Over the weekend, we had our first performance in our lobby. Karaoke here. Day Productions brought in staging and lights for the first time.

Shakespeare Showcase will be here in the lobby. Oct. 7th at 7 PM.

Broadway Across America is announced now. We are preparing our announcement in our community. Tomorrow morning, Bethany has a meeting with them again to put on a big kick-off event. Kick-off event will be end of October or beginning of November. This is not the same as Broadway Dreams. We are the partner for SLC.

We are using a whole bunch of media related to this.

** New Building Renovation and Moving Status**

JRS are going to be finishing up their work. We will see people in and out. Will demolish the old building over the next 60 days or so. Doug will get rid of the very old truck there.

Kari moved that the Board approve up to $50,000 over the original $250,000 gifted to us by the owners. Tina seconded this. Kari thought we had spent around $35,000 total at this time. The motion unanimously passed.

Ilana: are you thinking of renting the building or do you have any ideas of what could be possible?

Angela: yes, it is possible. Could do for outside events or summertime.

Ilana: the French group looking for a space. Westminster isn’t answering our calls. I told them, maybe I can inquire for the school. Would be in December during the day. Day market on a Saturday. We have a grant that would allow us to pay a little bit.

Angela: would want David to help us think about that. We haven’t through of a process.

** TSSA Grant Application Review**

Teacher/Student Success Act: through the state, so we have to have Board approval on our plan. This plan is for funding to improve student achievement. Have used for the Technical Director for the shop. We have started our academic program here and have hired 3 success coaches and 3 paraprofessionals for math and English support. Remaining funds, we would like to purchase some new computers. We would like to replace those. We get $65,000 for the entire year.

Tracy moves that we spend the funds according to Angela’s plan. Ilana seconded, motion passed unanimously.

** LEA Specific Teacher License Renewals**

Faculty and staff are a little bit different, and teams of folks are living the life of performance artists. Five teachers up for renewal on LEA licenses. All have completed those applications. They explain their background, etc.

Bethany Hansen, Michelle Armstrong, Cara Pomeroy, Charrisse Fuhrman and Jessica Pace. Normally these last for 3 years. Tracy seconded, and we voted unanimously.

** Financial Report Review**

Doug is doing the report tonight for Jeff. We have a breakeven budget and is highly dependent on fund raising, mainly due to the expenses we have already committed, including our new building lease and renovation costs. We need to evolve this over the next few months. Looking as expected. We budgeted 150 for enrollment, next measurement date is Oct. 1. We need an uptick in revenue. No surprises for staffing. Highland should be lower. We have about 1/3 of the planned students going to Highland.

** Marketing, Development and Fundraising Plans and Strategies**

Marketing plans: Lindsay has put together a post and video post tonight for the Broadway Across America partnership. Lindsay is doing some other design work for us. She is doing the invitation for the VIP event in November.

Tracy: are we still going to Middle Schools? Not sure the return was worth it. Bethany suggested hosting a Master Class was better. When would you do those activities? Best recruitment is word of mouth.

Jodie: the address for the website is still the old one. The bell schedule is super hard to find.

Kyla: are you putting all the teachers on the website? Yes, this week.

Could we add a SPA PTO item as well? Yes, and Lindsay will work on that for us.

Tina: I get On the S,tage emails because of buying tickets in the past. Add this stuff to the announcement.

Middle Schools will attend a matinee level program.

Fund Raising: David – very glad to be here. Background, career in philanthropy, 32 years with American Cancer Society across the United States. My philosophy in fund raising, identify, cultivate and ask.

Kuhl: clothing manufacturer here. Significant contribution recently was $2,500 from a current parent for the trip to Cedar City. Communicating primarily through e-mail doesn’t work. Try to do so face to face.

Looking at our budget forecast, we need to look at state, federal and local funding. State and federal feel fairly confident. Not a lot of worry there. Local,we need about $990k from local sources. Last year, it was about $53k. Nov. 11th, silent auction including a cash bar. Letting VIPs in with no charge. Open rehearsals throughout the building. This is a Saturday night. Invitation, save the date coming right up.

Giving USA is the best resource for giving. 68% of the funds come from individuals, 19% foundations, 4% for corporations, the rest from individuals. 231 people have given who have given $136k since Jan. 1, 2022. Top 20 of those or 9% gave 80% of the money.

Invite them to the VIP grand opening event. Once we get the names, we can rank those and ask them for contributions. We can keep track of all of our donors.

We would like to also have a signature event that raises funds, a gala etc. We should find a special event that represents us. Jodie suggested a 5k event could be fantastic. We could also do a silent auction.

Tina needs help with getting high quality items.

Foundations and Grants: 19% for the remainder, we hit 5 different organizations, 5 grants. ZAP Arts will be one. Salt Lake Arts Council is one. Also Sorenson (education and arts). Eccles –

Kari send items to David for Foundations. All 5 are new territory for us.

Venmo could be super helpful.

Madeline Choir School – only goes to the 8th grade.

Would like to be able to purchase, mugs or T-shirts, Sweatshirts.

Need to let the community know we are an asset.

** PTO Report**

First meeting is Wednesday at 3:30. Some information from Trax coordination. Willow Sellun is coordinating the carpool. We are moving forward. Have 42 people for PTO. We need a VP and a Representative.

Would like to have parents volunteer to help teachers and administrative staff.

Closed the meeting at 7:09.

** Board Membership Status, Planning and Recruiting – New Board Member Applications**

Kit Anderton termed out after nine years so left the Board. He’ll stay involved as needed, particularly around the building renovations. We thank him for his long time service to SPA.

Jodie Osofsky is here to introduce herself as an applicant for Board membership. Motioned to close meeting for further deliberation for her membership consideration.

Meeting reopened for conclusion. Jode Osofsky voted on to the Board.

 Next Meeting Scheduled – Monday, October 30rd at 5:30 PM, on-site at SPA

Meeting adjourned at 7:23.