



**Calgary Arts Academy Society
Meeting of the Board of Directors
September 17, 2024 Meeting Minutes**

In Attendance: Ken McNeill, Neil Tichkowsky, Doug Frenette, Mallory Graham, Joshua Dalledonne, Jim McLeod, Arsheel Hirji, Anna Murphy, Jon Yee, John McWilliams

Administration:, Michelle Stonehouse, Cheralyn Doell,

1. This Day in History – Jim
2. Call to order – 6:15
3. Approval of the Agenda – Considered Approved
4. Approval of the June 18, 2024, Regular Meetings of the Board of Directors Minutes – Considered Approved
5. Audit Committee – Ken – Enrolment has a profound impact in our budget. We have 615FT students with Rosscarrock only being 30 shy of being full. Our grade 10 class is 42 students, so our high school continues to gain momentum and grow. The Growth committee works hard, and Cathy is very passionate about enrolment and performed very well. The audit committee meeting yesterday. For furniture and equipment, we have received additional funds from the government and we will be looking at procuring more items moving forward. We have a healthy reserve. And our GIC's have earned well this year. We are projecting a \$60,000-\$70,000 surpluses to close out this fiscal year. In the past we have paid up to 20000 for use of the TransAlta Performing Arts Centre(TAPAC)'s, but this year with Stampede managing our rentals at the Education Centre, we have had used of TAPAC at no cost. Once registration is finalized on September 30th, we can more accurately staff the building for the rest of the year. Cole looked into auditors and recommended that we continue with KPMG for the 2023 2024 school year.

Motion 3 – Ken – To approve KPMG as auditor for the 2023 2024 school year. Doug Seconded – Motion Passed

6. Superintendent Report – Michelle – It was a great new start to the year. The admin team is working well together, and all the summer work was completed on time, including the

sound baffling and which has made an enormous difference. Additional furniture and equipment have been purchased, and we are looking at a purchasing agent to help in the procurement of additional furniture. We have our meeting with Alberta Education about our evaluation. This evaluation will include a site visit where they meet with students, parents, board members and staff. Governance is a big part of the evaluation process. Michelle will go through the 12 points that are required by government then bring that to the board. Lastly, Andy Wiswell has stepped down as Board Chair of the Foundation. We will look to honor his contributions to the school.

7. Advocacy - Ken – A mandate was presented to the board and is in the board folder. Josh will be chairing the committee this quarter and role will rotate each quarter. As a principal we support the government of the day, and the school has to make the community a true partner. The committee will also coordinate with other committees. Arsh recommended that a plan be presented to the board as part of the mandate.

Motion 1 – Ken – To Approve the Advocacy Committee mandate as presented. Seconded – Jim – Motion Passes

Motion 2 – Arsheel – Advocacy committee mandate be amended to say “an advocacy plan will be presented and approved by the board prior to implementation – Seconded Joshua – Motion Passes

8. Capital Planning Committee – Jim – had a great Saturday morning session, and Arsh will provide an update of where we are at at this time.
Arsheel - Thanks to the team for all their effort on Saturday. The outcomes were great, and we all came together to really get on the same page. The Advocacy committee was briefed on the results of that meeting. Stand by for the report. Moving forwards, as soon as we get the advocacy plan, we can define the contract with Larkspur. We also want to plan on doing a strategic planning session every 6 months moving forward.
9. Governance Committee – John – We will have the slate of directors for elections at the AGM in November at the next meeting. Jon will join the committee as well.
10. Growth Committee - Mallory – We will meet prior to the October board meeting to connect with the outcomes and align our current strategy to those.

11. Arts Engagement – Joshua – No further update
12. Arts Coordinator – Cheralyn – The school theme this year is Cultivating Curiosity. Thanks to the Board for sending our students and former students to “The Play that Goes Wrong”, it was a great opportunity to meet the cast and see how professionals prepare and make choices on stage.
13. Event – Anna – November 20th is Transgender Day of Remembrance; we want to help recognize this significant day with participating in an event. It would be a gathering of community, life saving organizations, and politicians that can come together to remember, this would be followed by a small reception. SAM center was interested but they don’t have a flagpole, so we could use The Erickson Centre and use our flagpole for the event. There is nothing that the board needs to do, the community partners have been engaged and are just looking for a space. Anna and Michelle will put together a more specific plan for the board to look over.
14. Meeting Adjournment – 7:56pm

INFORMATION ITEMS - ** Upcoming School Events:

- Regular Meeting of the Board of Directors – October 8, 2024