



**Calgary Arts Academy Society
Meeting of the Board of Directors
June 18, 2024 Meeting Agenda**

In Attendance: Ken McNeill, Neil Tichkowsky, Doug Frenette, Mallory Graham, Joshua Dalledonne, Jim McLeod, Arsheel Hirji, Anna Murphy, Jon Yee (Board Member Candidate),

Administration: Cole Jordan, Michelle Stonehouse, Cheralyn Doell, Cathy Braun, Juleta Severson-Baker, Alyson Moore, Kim Hoey

With Regrets: Ross Pambrun, John McWilliams

Regular Meeting of the Board of Directors

1. This Day in History – Jim
2. Call to order – 5:49pm
3. Approval of the Agenda - Considered approved.
4. Approval of the May 21, 2024, Regular Meetings of the Board of Directors Minutes – Considered Approved
5. New Board Member Discussion – Jon Yee

Motion 1 - Jim - Motion to go in camera - Anna Seconded – Motion Passed

Motion 2 – Jim - Motion to go out of camera. – Joshua Seconded - Motion Passed

Motion 3 – Ken - To Approve Jon Yee as a new Board of Director for Calgary Arts Academy Society – Anna Seconded – Motion Passed

6. Capital Planning Committee – Jim - Last meeting we talked about strategic planning, and are wanting to review our project charter for building a new school. We have since met with Lori from Larkspur again to further define the project. We determined a couple key items. We have 100k for Site planning and assessment from the government that have specific required outcomes. We also want to understand the strategic plan from this group. One of the big consideration is how many students do we want. We need to understand better were we expand? We are still on a 3 year lease with CBE what happens when that runs out. We also know we will run out of space soon so what does that look like?

Larkspur has provided some numbers based on what we now know. Entire project will be \$85,000. \$25,000 is refreshing the current plan. The remaining \$60k would be the site planning, and could be based on the government funding.

Motion 4 – Arsheel – to suspend our normal procedures and single source Larkspur for a Project Charter initiative – Mallory Seconded - Motion Passed

Motion 5 – Jim - to approve the proposal presented by Larkspur for the Project Charter initiative through the summer of up to \$25,000 with Jim and Arsheel overseeing the further defining the project scope. - Anna Seconded - Motion Passed

7. Audit Committee – Ken – We are currently at 640 students enrolled, with 482 students returning and 158 new. Our high school is up to 95 students, 26 are returning with for grade 10 with CAA. The financials show we are right on track with our expenses and revenue, and we are projecting a surplus. Cole will be in a position to recommend an auditor to appoint them for the AGM for the September meeting. Coles has a 2-year extension with Southland which will minimize the increase in our cost in the short term.

Motion 6 – Ken – to approve the 2 year extension of our contract with Southland Transportation as presented – Seconded – Doug – Motion Passed

- Approval of borrowing limit increase for Scotia Bank. – We need to increase our limit on our credit card from \$50,000 to \$100,000, to help with purchasing pressures in the spring and fall.

Motion 7 – Ken – Be it resolved that the Board of Calgary Arts Academy Society accepts the terms and conditions of the Scotiabank commitment letter increasing our borrowing limit to \$1,077,183.00 CAN – Seconded Doug – Motion Passed

8. Superintendent Report – Michelle – We have our charter evaluation starting next year, it is 12th year of our 15year evaluation.

9. Advocacy -Ken – The Advocacy Committee had several accomplishments this year, thanks to everyone who have continued to promote the school. We had Mayor Gondek visit the school, as well as Rahki Pancholi, Esmahan, Razavi. We also built a good relationship with Bow Valley College through Esmail Bharwani as well as the folks from Arts Commons through Joshua. Our VIP events at Jubilee and Vertigo brought out some fantastic guests as well. Showcases were wonderful this year as was Graduation at The Ranchmen's. What a wonderful year of advocacy and wonderful events. So Proud.
10. Governance Committee – John – No further update.
11. Growth Committee - Mallory – Josh and Mallory met earlier today. We are looking at goals for enrolment including current gaps. We also want to reestablish the roster of who is on the committee. Once we establish more regular meetings, we can have a more measurable goal-based focus. Growth is future forward, and this committee intersect with the Capital Planning Committee and the Advocacy Committee so we will continue to work in alignment with them. Side thanks to Cheralyn, and Cathy who's work with social media and tours are irreplaceable.
12. Arts Engagement – Joshua – In the future, how we can combine advocacy and arts engagement, that looks at both government and the arts community.
13. Arts Coordinator – Cheralyn – Thanks for a great year and for attending all the wonderful events the school put on.
14. Meeting Adjournment - 7:55

INFORMATION ITEMS - ** Upcoming School Events:

- Regular Meeting of the Board of Directors – September 17, 2024