

Rudolf Steiner School of Ann Arbor

Minutes of the Board of Trustees Wednesday, December 6, 2023 Meeting

Trustees in Attendance: Elizabeth Head, Knut Hill, Cindy Schoen, Angela Gladstone, Adrian Madland, Jenny Rajda, Lubhit Girdhar, Gary Banks, Jane Ford

Others Present: Elizabeth Kozisek, Brian Vroom, Siân Owen Cruise

Absent: Walker Barnes, Sylvia Gardner, Tim Standke

Knut called the Board of Trustees meeting to order at 8:02 PM.

Agenda Review and Consent Agenda Approval

A motion to approve the consent agenda reports, including the meeting minutes from the November 1 Board Meeting, was made by Cindy with support from Jenny. There were no dissensions; the motion was carried out unanimously at 8:04 pm.

Sabbatical/Administrator's Update:

We welcome Siân to her second day back, being part time with David well into recovery, but still requiring support. She has hit the ground funning with an eventful spring ahead.

Supporting carrying groups: The carrying groups have done amazing job managing, however in Siân's absence, are in need of some guidance and conversations.

Accreditation: Siân and the staff working on accreditation are updating materials in portal. The process has begun rolling in accreditation report and will be ready by the end of January.

Finances: We are getting close to the end of audit and finishing bringing systems into alignment. The next goal will be tuition, personnel and salary setting to get set up for our long term budget. Siân is offering her support in these processes.

Finance Update:

Brian discussed bonuses- letters went out prior to Thanksgiving and received a grateful response; they will be included in the next payroll on December 15.

Facilities: There was unfortunate flooding in the stone house from a hose being left on and we had to call in a company for mold mitigation. New windows funded through grant, will be installed by the end of the year, which is a great use of this grant.

Reserve Study: We should receive a report by the end of the year, with intention to plan for future facility projects, pay down mortgage and investigate investments.

Finance Committee: The committee is working on the initial tuition increase recommendation, current year budget, the increase for salaries, which will help gauge our financial position. We will also be hiring a Pedagogical Coordinator for the LS and a full-time art teacher for the LS (with the intention to use state funding to supplement with school offered benefits for the art teacher). The committee is basing this off the same enrollment numbers as last year. The goal will be to approve in the next (January) Board meeting and the State of the School will follow. Knut asked Finance to provide a digestible report for the next Board meeting.

Development Report

Jane will send out link to Board stewardship and annual fun report for the Board to review. Jane and Elizabeth (Head) discussed the process of the first time of contact with donors, explaining how funds were used and what they were used for, appealing to the value of the school community. They plan to reach out before the beginning of Winter Break.

Winter Fest: Jane and Elizabeth asked Board to take part and volunteer. Elizabeth will be at the front selling tickets and introducing Jane to the families. Volunteers can sign up on ParentSquare, pinned to the top of ParentSquare

Other Business

Gary discusses the season being a great time when the community comes together. He invited the Board to choral concert and the cookie walk. The cookie walk is a fun event in which one picks out 12 cookies (students will be bringing in a wide assortment) and the funds received will go to an extra something for the Italy trip.

Gary also announced to the Board he will be absent for three weeks in January in which he and Calisa will be taking their sabbatical hiking South Island of New Zealand.

Mission in Minutes- Knut initiates a thank you note for Calisa's contribution. A PDF of the annual report has been sent out and Knut asks the Board to read it; the last two pages have great testimonials from alum.

Knut expresses he feels good about being a volunteer Board member. School appreciates the volunteer Board members and all the work they do.

Adjournment

A motion to adjourn the meeting and move to a private session was made by Elizabeth with support from Jenny. There were no dissensions and the motion was carried at 8:33pm.

