

## **Rudolf Steiner School of Ann Arbor**

### **Minutes of the Board of Trustees Wednesday, May 1, 2024**

#### **Meeting**

**Trustees in Attendance:** Elizabeth Head, Knut Hill, Cindy Schoen, Angela Gladstone, Jenny Rajda, Lubhit Girdhar, Gary Banks, Walker Barnes

**Others Present:** Elizabeth Kozisek, Siân Owen Cruise, Jane Ford, Brian Vroom, Emily McLaughlin

**Absent:** Tim Standke, Dana Sutton-Myers

**Knut called the Board of Trustees meeting to order at 6:39 PM.**

#### **Agenda Review and Consent Agenda Approval**

A motion to approve the consent agenda reports, including the meeting minutes from the March Board Meeting, was made by Elizabeth with support from Angela at 6:41pm.

#### **Development Update Generations Campaign**

Individual appeals exceeded the goal and we are still getting donations. The final numbers will be presented in June, aside from faculty donations.

We would like to start adjusting the amount for faculty development to be the same percentage amount development has gone up and be able to use it to cover more things like transportation and housing for out of state training.

Golf outing on is on May 23, with many people registered.

There is an Alum event on May 31, and people have committed.

Saturday June 1 has a community culture event planned.

We had great attendance for grandparents' day with over 100 people in attendance and 25-30 being first-time attendees.

Jane proposed the Generations Campaign, which will be phase three of the Capital Campaign. This proposal will give the opportunity to leverage our large gift, launching the campaign with two funds to donate to- the Legacy Fund and the Faculty Fund.

The plan will be matching dollar to dollar with donations, up to \$15,000., with a goal to raise as much money as possible.

Phase 1- silent phase, launched this month through September, which will mostly be done as intimate gatherings at homes.

Phase 2- before school year starts in Sept to June 2025, will be the public phase, raising money through community events and fundraisers.

This proposal has been approved by the development committee and is looking for approval from the Board and to be voted on in the College.

**Motion to propose campaign proposal made by Gary with a second from Cindy, with unanimous in favor at 7:13pm.**

### **Board Self Evaluation Updated**

Jenny presented the highlights of the Board Self Evaluation:

- Improvement in participation, 7 responses

- The answers were consistent with last year with the things that are good/not so good.
- There was a good understanding the mission as well as fulfilling financial duties.

Areas for improvements to consider:

- Creating the Administrator succession plan.
- Creating an annual goal and the results.

There will be a Board summary sent out for the members to review.

### **Committee Updates**

- **Finance:** Brian- there has been one meeting, since last, finance/board exec, in which the mortgage refinancing was discussed. Some things discussed are the refinancing in October- where does the school want to position itself financially? Do we want to use funds from the capital campaign; with interest rates so high, it would basically be a wash if we were to refinance. We need to have a plan for facilities replacements, a reserve vs reducing debt load, and a new enrollment enhancement initiative with a marketing component, more students = more revenue. There will be two follow-up meetings. Final audit report, no change from draft in last month's packet. There will be financial proposals in the June meeting and clarifications on what reserves and endowments are.

- **Personnel:** We are working on raising base salary, as well as trying to come up with new calculation for full time salaries, which would be more reflective of experience levels. Benefits are also under review, with main focus on tuition remission (happening between Siân and Brian right now). We are also looking into changing exempt/non-exempt for overtime with full time employees. 1/3 faculty fall below the line; raising salaries will help, ruling that non-exempt employees will go from 42,000 to 58,000 in 2026
- **DEI:** started as a parent led group in 2013, moved to College after that. It has impacted curriculum, racial tensions, project based, this year the focus was on an audit, lowest participation, mostly faculty, parents want to be involved in community/culture events. Focus groups where faculty can dive deeply through lense of curriculum/community. Want to engage people more. What is the school's responsibility to carry and what is the responsibility of the community?
- **Facilities: will be working** with Green Link on ways to save money, such as switching gas company, replacing lighting with LED lights, and consulting on window replacements in art room. Summer 2025, will be the earliest of doing any larger scale projects on HS campus ie- roof or HVAC; summer 2024- LS windows in art room, small space enhancements, outdoor EC kindergarten, getting a shelter approved and a significant fencing extension which the neighbor is fully supportive of. There is going to be a lot planting of native plants and trees; significant plumbing correction over spring break in the EC.

## **Continuous Improvement Update**

The College will be taking the lead in job descriptions, mandates, working documents and by-laws. The DEI committee mandate and the parent council mandate will be reviewed, as well as interim job description. Any new changes, such as hiring/separations and things that need attention in classes, will come back around for June Board meeting.

## **New Business**

It may be necessary for two board meetings in June with the many things happening for the new school year. Also, two faculty members have stepped forward to become Board members.

## **Adjournment**

A motion to adjourn the meeting was made by Elizabeth with support from Jenny. There were no dissensions, and the motion was carried out at 8:18pm.

Minutes taken by Elizabeth Kozisek