

Rudolf Steiner School of Ann Arbor

Minutes of the Board of Trustees Wednesday, Sep. 7, 2022

Trustees in Attendance: Gary Banks, Elizabeth Head, Anni Fox Maniglia, Jim McCauley, Knut Hill, Heather Rindels, Tim Standke, Sylvia Gardner, Walker Barnes, Cindy Schoen, Angela Gladstone.

Others Present: Jenny Rajda, Katrina Klaphake, Sian Owen-Cruise.

Absent: Lubhit Girdhar, Adrian Madland.

Heather Rindels called the Board of Trustees meeting to order at 6:34 PM.

Agenda Review and Consent Agenda Approval

Jim noted that Finance did not provide an update this month and that they will in future with input from Walker-Glantz (new finance contractor).

Sian provided highlights:

- enrollment: currently at 99% of goal for year.
 - 2022/23 budget: need to use carried over covid funds to balance this year's budget.
 - 2023/24 budget: increased tuition assistance will present a projected budget gap that will need solutions.
 - "quiet change" = almost all leadership positions with new individuals, although most from our own wonderful faculty and staff – a lot of people learning new roles right now
 - International students - where we find them now and possible recruiting, interesting discussion unfolded for brainstorming.
- A motion to approve the consent agenda reports including the meeting minutes from the June Annual Board Meeting and the August Board/College Meeting was made by Gary with support from Elizabeth. There were no dissensions and the motion was carried.

Development Update

- Katrina Klaphake updated the group on a recent certification training program she attended - highlights include an important message to “ Teach others the ‘Joy of Giving.’” Underscored how ready we are to support giving at RSSAA because so many in our community believe in our mission and that supporting our organization really matters.
- Help from the Board in cultivating and stewardship of donors (with help from development) is *important*, and requires pretty little effort from individual board members.
- Expect solicitation for Annual Fund pledges from Board members in September through Knut with Katrina assisting. Heather added words of support and encouragement.

Covid Update

- Sian reviewed new plan highlights and improvements. Biggest concern is if a wave of infections affect faculty. Support for plan from Jenny. Tim expressed thanks to the faculty, staff and administration.

Accreditation Update

- Sian reviewed that we do not need to host ISACS for a visit this Fall. The ISACS one year follow up report was submitted before Sep. 1. Expect AWSNA follow up report Nov.1. AWSNA visit in Spring 2024

DEI Update

- Re-entry point coming up for new folks to join the working groups including new board members.
- Scheduling upcoming DEI module meetings.
- PLEASE ATTEND the school’s DEI Statement is being reworked to be ready for three Town Hall Meetings in October, see flyers coming soon through ParentSquare. Saturday mornings, starting Oct. 8.

Business Office Update

- Jim reviewed how we reached the current plan to contract remotely for 6 months with three part-time for bookkeeping, payroll and accounting, with three internal hires: the Financial Specialist - works with the finance contractor, check preparation, grant support, and preparing reports; a HR Specialist - on-boarding, background checks, benefits, payroll organization, organizing contracts; and a Administrative Assistant - board packets, admin support.

Bank Account Signers

Sian requested to replace prior check signers (Carolyn R. and Don R.) with Sian, Heather, Jim, Knut, and Angela.

A motion to approve the above check signers was made by Tim with support from Gary. There were no dissensions and the motion was carried.

Endorsement of prior MHSAA Membership by Sian for 2022/23

A motion to endorse the membership renewal was made by Tim with support from Cindy. There were no dissensions and the motion was carried.

Strategic Planning Input

Work on the Strategic Plan continues with a goal to present an overview at an October Town Hall meeting, followed by a written draft for the board in November, with a request to approve in December, January or thereabouts.

New Business

Board will review a revised draft job description for the Head Administrator including Goals for the Year in the following month.

Adjournment

A motion to adjourn the meeting was made by Elizabeth with support from Jim. There were no dissensions and the motion was carried.

