

**Rudolf Steiner School of Ann Arbor  
Minutes of the Annual Meeting of the Board of Trustees  
Wednesday, October 6, 2021**

**Present:** Gary Banks, Sara Deon, Knut Hill, Mike McFall, Jim McCauley, Don Remboski, Heather Rindels, Tim Standke, Paul Trombley

**Excused:** Anni Fox Maniglia, Elizabeth Head

**Others Present:** Katrina Klaphake, Sian Owen-Cruise, Carolyn Raschke

**Don Remboski called the Board of Trustees meeting to order at 5:47pm.**

**Agenda Review and Consent Agenda Approval**

- A motion to approve the consent agenda reports and the September meeting minutes was made by Jim McCauley with support from Tim Standke. There were no dissentions and the motion carried.

**Development Update**

- Katrina Klaphake announced that 100% Board Annual Fund participation has been reached.
- Det reduction fundraising work continues through discussions with larger donors.
- Megan's Run is scheduled for December 4 and the school is looking for donors to sponsor a few students and cover the \$100 registration fee.

**COVID-19 Response**

- Sian Owen-Cruise updated the group on how our plan is working so far and our reaction to a faculty case last week. This has required up to 50 tests daily.
- The College will review our COVID 19 next week and we will be reviewing and gathering input from faculty, staff and the parents affected.
- An updated plan will be available towards the end of October.

**Endorsement of Heather Rindels as President**

- Don Remboski reminded the group that he will retire from the Board of Trustees as of June 30, 2022, and that Heather Rindels has accepted the invitation to be the next Board President.

- Heather Rindels was asked to step out of the meeting so that any questions or concerns could be raised. She was then asked to return. Don Remboski noted that communication about the change will need to go to the full community in June.
- A motion to approve Heather Rindels as President of the Board effective July 1 was made by Tim Standke with support from Mike McFall. There were no dissensions, Anni Fox Maniglia's proxy vote was counted, and the motion carried.

### **Accreditation**

- Sian Owen-Cruise reviewed the Board's accreditation meeting schedule.
- Paul Trombley informed the group that the Waldorf Early Childhood accreditation visit from Meggan Gill went very smoothly.

### **Tuition Increase Process**

- Carolyn Raschke reminded the group that the Finance Committee will meet twice in October to propose a 2022-23 school year tuition change to the Board at the November meeting.

### **Audited Financial Statements**

- Carolyn Raschke informed the group that the 2020-21 audit is complete and the school's Form 990 has been filed. She noted that the audit went smoothly and working with our local CPA firm, WSR, was a very efficient and positive experience again.
- She noted the following:
  - Since our PPP loan was 100% forgiven, the proceeds are recorded as income in 2020-21 along with the designated gifts we realized.
  - COVID-19 expenses are separated on the Functional Allocation of Expenses report.
  - We received a Governance Letter which addressed an error in wording for 2021-22 Annual Fund donations received in advance of July 1, 2021. Since the amount was immaterial, no adjusting journal entries were necessary but the auditors were required to inform the Board.

### **Buildings & Grounds Update**

- Sian Owen-Cruise informed the Board that the Finance Committee will be discussing an increase in the landscape maintenance budget for both campuses.

### **College/Board Meeting**

- Paul Trombley noted that the next College/Board meeting is scheduled for November 11 at 5pm via Zoom. We will discuss the school's DEI work.
- Heather Rindels agreed to work with Paul on the meeting plan.

### **Other Business**

- Carolyn Raschke will prepare a SurveyMonkey survey for the Board's annual agreements/acknowledgements for conflict of interest, whistle blower and confidentiality policies.
- Gary Banks was formally thanked for the Grade 12 Maine trip.

A motion to adjourn the meeting was made by Jim McCauley with support from Gary Banks. There were no dissentions and the motion carried. The meeting was adjourned at 6:44pm.

### **2021-2022 Board Meetings**

November 3, December 1, January 5, February 2,  
March 2, April 13, May 4, June 1

### **Other Important Dates**

October 19 – Community DEI Update  
November 9 – State of the School

### **Accreditation Schedule**

Board Exec (in person) in the afternoon on Sunday, October 24  
Full Board via Zoom from 5 - 6 pm on Tuesday, October 26  
Finance Committee via Zoom from 1 - 2 pm on Monday, October 25  
Development Committee via Zoom from 2 - 3 pm on Monday, October 25  
Diversity, Equity and Inclusion Committee via Zoom from 2 - 3 pm on Tuesday,  
October 26  
Personnel Committee via Zoom from 2 - 3 pm on Tuesday October 26  
Board Exec via Zoom from 2 - 3 pm on Wednesday, October 27  
Full Board via Zoom from 4:30 - 5 pm on Wednesday October 27