

The Chicago High School for the Arts
Board of Directors Meeting
Wm. Blair and Company, 222 W. Adams St., Chicago, IL

Minutes for February 5, 2014 (originally scheduled for January 27, 2014, but postponed due to weather.)

Present: Duffie Adelson, James Alexander, Joo Boe, Jackie Bratland, Marge Collens, Elissa Efroymsen, Francia Harrington, Betsy Holden, Julie Hurvis, James Mabie, Kay Mabie, Ralph Rydholm, Charles Slamar; and Ron Grais and Mirja Haffner via telephone.

Absent: Sarah Bader, Sondra Berman Epstein, Michelle Esfahani, Jay Franke, Sandra Guthman, John H. Hart, Ramsey Lewis, Terry Mazany, Susan McKeever, Zarin Mehta, Sylvia Neil, Pam Strobel, Steve Solomon, Neal Zucker.

Others Present: Daniel Abdalla, Gia Orr, Jessica Ramirez, and Doug Ray.

Quorum: Yes

This meeting of the Board of Directors of The Chicago High School for the Arts (“ChiArts”) was held pursuant to Call & Notice served on all Directors, a copy of which is attached to these minutes. Board Chair, Marge Collens (“Marge”), called the meeting to order at 3:00 p.m. She conducted the meeting in accordance with the agenda, a copy of which is attached to these minutes.

Approval of the November 25, 2013 Minutes

Kay Mabie (“Kay”) moved to approve the November 25, 2013 board meeting minutes. Joo Boe (“Joo”) seconded. The board unanimously approved.

Finance Committee Report

Joo summarized that the results of the audit and noted there was a marked improvement from past years. Nevertheless, we experienced the consequences of transitioning through 3 heads of finance in the last fiscal year.

Joo reviewed the attached financial statements and noted we closed the calendar year with a net surplus of \$70,539. However the delayed receipt of funds from CPS (Chicago Public Schools) necessitated a withdrawal from The Elizabeth Morse Genius Working Capital fund after the first of the year.

Joo will implement monthly Finance Committee meetings and will overlap these with the Development Committee. This will enable the Committee to begin building financial forecasts.

The Committee is reviewing alternatives to our current auditor. Joo expressed the hope that the Board might add someone with senior accounting experience.

Duffie Adelson (“Duffie”) moved to approve the Finance Committee report, Francia Harrington (“Francee”) seconded, and the Board unanimously approved.

Marge introduced the following motion:

“BE IT RESOLVED that the following officers of THE CHICAGO HIGH SCHOOL FOR THE ARTS are authorized to sign all checks, drafts, or other orders for the payment of money, notes, or other

evidences of indebtedness on its behalf: Chair; Vice Chair; Treasurer; Chair Emeritus; Executive Director; Principal; and Director of Finance.

Jim Mabie moved to approve the motion, Joo seconded, and the Board unanimously approved.

Other Committee Reports

- **Board Affairs**

In addition to the written report attached, Marge shared the name of prospective board member: Shruti Jayaraman who is a Principal at Civic Consulting Alliance. Shruti trained as a lawyer and has visited ChiArts. There will be a more formal presentation at the next board meeting.

We currently have 27 board members. Our by-laws authorize no less than 25 and no more than 30.

- **Facilities**

Marge reported that the City would formally announce ChiArts' move to Lafayette School, 2714 West Augusta. Planning for this space is ongoing and the remodeling project will be going out to bid shortly. A letter will be sent to ChiArts' parents as soon as the move is announced.

Jose Ochoa is planning to assemble a committee of board members, staff, and parents to address issues related to the move. Francee suggested that members of the community be included as well. Since our contract with CPS caps our enrollment at 600, the new facility will not allow us to increase the number of our students.

- **Program Excellence**

Duffie shared the preliminary findings of the alumni survey:

- 50% of the surveys have been returned to date; of those

- 90% are attending a college, conservatory, or are planning on transferring from a community college to one;

- 90% believe they are prepared or very prepared for the amount of coursework at their college; and

- 95% report being prepared or very prepared overall for arts classes.

The full results of the survey will be shared once organized and compiled appropriately.

Duffie also summarized a presentation given by post-secondary counselor Dr. Heather McCowen about the schools that accepted our Class of 2013, as well as our competition for students. The full report will also be shared at a later date.

- **Constituent Communication**

Kay reported that as a result of the high volume of submissions, ChiArts News would now be monthly instead of every other month.

- **Development**

Jessica Ramirez shared that she and Doug Ray are working on a single template for both the Development and Finance reports. She noted that \$366,000 needs to be raised to meet our fundraising goal of \$2.5 million. This shortfall does not include expected revenues from "Kerfuffle!" or other special events.

- **"Kerfuffle!"**

“Kerfuffle!” will be held May 7th at the Museum of Contemporary Art. Corporate Sponsorships are being sent out this week. Joo suggested that ChiArts attain accreditation in order to appeal to more donors for events such as this. Gia Orr (“Gia”) responded that attaining accreditation is possible, but not in time for this year’s event. The board discussed other options for expanding donor options for “Kerfuffle!” including having two performances instead of one.

- **Parents’ Report**

Jackie Bratland (“Jackie”) reported that ChiArts apparel sales and the Feed Our Artists initiatives have both been successes. She noted that parents have been present and visible at ChiArts events in large numbers.

Executive Director’s Report

Marge reported that CPS is reviewing the ChiArts contract. Although she expects a favorable outcome, in order to address preliminary critiques related to ChiArts finances, Carrie Stewart from AFTON Partners has been hired as a consultant. Her audit will also be used to address HR issues. In the interim, we are working with ADP to automate our time and attendance reporting.

Auditions for next year’s incoming class are nearly completed. There were 134 auditions for the 10-15 openings in the new Creative Writing Conservatory. Marge noted a trend of students with higher ISAT scores accepting ChiArts over other selective enrollment schools.

Gia supplemented Marge’s report by noting our current enrollment numbers: 143 seniors; 130 juniors; 148 sophomores; 153 freshmen (574 total).

There being no further business, Kay moved to adjourn, Betsy Holden seconded, and the board unanimously approved. Marge adjourned the meeting at 4:40PM.

Respectfully Submitted,

Charles Slamar
Secretary