

The Chicago High School for the Arts
Board of Directors Meeting
The Chicago High School for the Arts, 521 E. 35th Street, Chicago, IL

Minutes for January 14, 2013

Present: James Alexander, Joo Boe, Marge Collens, Elissa Efroymson, Sandra Guthman, Mirja Haffner, Francia Harrington, Betsy Holden, James Mabie, Janice Posner, Ralph Rydholm, Charles Slamar, Steve Solomon, Pam Strobel, Neal Zucker; and James Gandre, Laura Head, Kay Mabie and Susan McKeever via telephone.

Absent: Duffie Adelson, Carlos Azcoitia, Carole Brown, Sondra Berman Epstein David Herro, Julie Hurvis, Ramsey Lewis, Terry Mazany and Sylvia Neil

Others present: Yanira Cirino, Camille Kuthrell, Terri Milsap, José Ochoa, and Dorothea Roque

Quorum: Yes

Student Presentation

Senior students, Janyce Caraballo (theatre) and Joel Ross (music), discussed their post-secondary plans with the board. Janyce is 1 of 2 ChiArts students awarded a four-year, full-tuition scholarship from the Posse Foundation to attend Denison University. Joel Ross was 1 of 150 student finalists selected to participate in YoungArts Week 2013 in Miami, FL. YoungArts Week showcases some of the nation's most talented young artists and offers opportunities for students to attend master classes and gain exposure to post-secondary opportunities. Joel intends to continue his study of the vibraphone after graduation from ChiArts and was awarded a full scholarship to attend Manhattan School of Music in the fall.

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, Jim Mabie ("Jim M."), called the meeting to order at 3:08 p.m. and then conducted the meeting in accordance with the Agenda, a copy of which is attached to these Minutes.

Approval of November 12th Minutes

Francia Harrington ("Francee") moved to approve the minutes, Sandra Guthman ("Sandy") seconded and the board unanimously approved.

Board Affairs

Pam Strobel ("Pam") re-introduced the proposal to amend Section 4.7, Quorum, of the by-laws by reducing the number required for a quorum from a majority to one-third of the voting directors then in office, except for those meetings involving the election of officers, the approval of the annual budget, or the amendment of by-laws. She then moved to accept the amendment, Ralph Rydholm ("Ralph") seconded, and the board unanimously approved.

Pam also moved to amend Section 6.1, Committees and Advisory Bodies, of the by-laws, to include the requirement that each committee and advisory body established by the Board of Directors shall at all times have at least two directors as members; and at all times, a majority of the membership of each committee and advisory body shall be directors. Ralph seconded and the board unanimously approved.

Pam also reported on a new Board Affairs initiative to recognize those who no longer wish to serve as directors, but still want to be involved with ChiArts and contribute to it.

Pam further asked for continued help in identifying new candidates to serve on the board. Betsy Holden recommended Stephanie Smith, who has already provided human resources guidance to the school. Joo Boe ("Joo") suggested recruiting a candidate with accounting experience.

Marketing/PR/Special Events

Francee and Mirja Haffner will co-chair ChiArts second annual gala, Kerfuffle, scheduled for April 11th at the Museum of Contemporary Arts (MCA). The MCA has very generously offered its facility for a student performance and reception. The fundraising goal for Kerfuffle is \$250,000 and will require the assistance of the entire board to achieve. Francee urged the directors to send names to Yanira Cirino of people who can help generate ticket sales. Steve Solomon has already made a commitment on behalf of Exelon Corporation.

ChiArts inaugural graduation will take place at the Harris Theater on Friday, June 7th at 7:00 pm. Details are still being finalized. Herbie Hancock may be the guest speaker for the evening.

Finance Report

Joo reported that IRS Form 990 is complete and filed.

Laura Sullivan of Desmond & Ahern accounting firm will continue to train the ChiArts finance team in order to achieve a clean audit for next year.

The FY13 budget summary reflects a cash balance of \$1 million, which includes The Genius Working Capital Operating Fund ("The Fund")(approximately \$600,000). A good deal of The Fund was used to temporarily cover expenses until a scheduled payment \$1.1 million from CPS arrived. These monies are replenished as soon as other funds are received. Protocols have been instituted to notify Elizabeth Morse Genius Charitable Trust trustees when money is withdrawn and returned to The Fund. José is working to cut \$75,000 from the budget now, and additional cuts will be determined once final payment from CPS is received.

Development Report

Sandy distributed a summary report that reflects gifts and projections as of January 11, 2013. The current fundraising need is \$359,837.77 (which assumes Kerfuffle will raise \$250,000) in order to achieve the FY13 fundraising goal of \$2,947,766.00.

The director of development search is well underway. Toni Smith, Chair of Executive Service Corps of Chicago, has been instrumental in developing a rich candidate pool for consideration. José has conducted an initial round of phone screenings and narrowed the applicants to 4 candidates. These will interview with Marge Collens (“Marge”), Jim M., José, and Sandy during the week of January 7, 2013. Sandy anticipates that the position will be filled by March.

Latz & Wall continue their efforts to update and revise the ChiArts “pitch deck”.

Parent Support Organization (PSO)

Janice Posner reported that the PSO launched a new fundraising committee in December and kicked off efforts with a solicitation letter to all ChiArts parents. Rather than a dollar amount, the goal is 100% participation. More than \$1,000 has already been raised.

Principal’s Report

Teresa Milsap (“Terri”) reported that math and writing tutors have been hired. Although the program got off to a slow start, students are beginning to take advantage of this resource and the program is progressing well.

As of this week, ChiArts students have submitted 981 college applications, received 114 acceptances and 8 denials. The 5 schools with the most applications are: Columbia College Chicago, University of Illinois at Chicago, University of Illinois at Urbana-Champaign, DePaul University and Northern Illinois University. Scholarship awards are slowly coming in; 2 ChiArts seniors have been awarded full scholarships from the Posse Foundation to attend Denison University and Oberlin College. Dr. McCowen, post-secondary counselor will host a financial aid workshop on Jan 29th to help students/parents prepare to complete the FAFSA.

Executive Director Report

José reported that ChiArts’ contract with CPS is scheduled to expire on June 30, 2014. The renewal process will begin in the spring with a review of the school’s academic and financial performance, as well as an evaluation of ChiArts’ adherence to compliance standards and charter school law.

Student performances have been very successful and ticket sales are on track to exceed original projections. ChiArts hosted its first VIP preview for special invited guests for the musical, *COMPANY!*, on December 13, 2012 and it was an overwhelming success. The event presented a good opportunity for ChiArts to connect with board members, donor prospects, arts partners and local colleges.

Applications for the incoming class of 2017 are officially closed, but admissions will continue to receive applications for transfer students on an ongoing basis. More than 1,200 applications were received and the quality of the applicant pool is showing improvement. This year Terri granted only 5 academic hearings for special consideration, which is a huge decline from 50 meetings granted in 2009. Transfer auditions will take place on January 9th for students applying for third quarter admission and auditions for freshman applicants will begin on January 12th.

Public Comment

There were no public comments.

Executive Session

The Board adjourned into Executive Session.

After the Board returned from Executive Session, there being no further business to come before it, Ralph moved to adjourn, Sandy seconded, and the board unanimously approved. Jim M. adjourned the meeting at 5:00 pm.

Respectfully submitted,

Charles Slamar

Secretary