

MINUTES  
-APPROVED-

**LoveWorks Academy for Visual and Performing Arts  
Regular Meeting of the Board of Directors**

**Meeting Date:** May 21, 2019  
**Meeting Time:** 6:00pm  
**Meeting Location:** LoveWorks Academy for Visual and Performing Arts  
2225 Zenith Avenue North, Golden Valley, MN 55422

**LoveWorks Mission**

*To inspire life-long learning, empower ALL  
students academically, and nurture the arts.*

**Board Members in Attendance**

Tierney Carroll (Chair)  
Katie Carlin (Secretary)  
Ron Richard (Treasurer)  
Jidana Cook  
Ryan Hamilton  
Tamala Lacy  
Schuyler Troy  
Angie von Ruden-Doll

**Ex-Officio Members in Attendance**

Arthur Turner (LWA)  
Mary Stafford (True North)

**Board Members Not in Attendance**

**Others in Attendance**

Michael Dudero - CLA



## 1. Opening items

- Call to order / Greetings (5 mins) 6:11pm
- Public forum (available for the public to address the board) (15 mins)
  - No one present
  - Board Chair included notes from parent
  - Parent's stated concerns: status of pre-K program, mistaken use of student last name on award, stability of personalized learning, congested phone lines and unable to leave voicemail.
  - Parent's stated compliments: afterschool program successful, appreciative of personalized learning model
- Review Mission/Vision Statements
- Declaration of Conflict of Interest
  - 8 conflict of interest forms signed

## 2. Consent Agenda

- Approval of previous meeting minutes
  - Secretary Katie Carlin made consent agenda motion to add board member nominations and officer election results to Other Business (approved)
- Approval of meeting agenda

<b>Motion:</b> Approve consent agenda (Angie von Ruden-Doll)			<b>Seconded:</b> Ron Richards
<b>In Favor:</b> 8	<b>Opposed:</b> 0	<b>Abstained:</b> 0	<b>Outcome:</b> Motion carried [8-0]

- Committee reports
- Approve Legal Council
  - Jim Martin has separated from Booth Law Firm - new name of firm is Martin Law Firm
  - By show of hands, all board members agreed to continue with Martin Law Firm
- Approve Finance Company
- Approve Auditing Firm
  - By show of hands, all board members agreed to continue with CLA
- Authorization for Bank Signers
  - Authorized bank signers are Ron Richards, Arthur Turner, and Tierney Carroll
  - Decision of who to replace Tierney to be made next board meeting
- Annual Board Calendar/Designation of public places for posting of public notices
  - Annual board calendar to be posted in front office by Katie Carlin

<b>Motion:</b> Approve consent agenda (Angie von Ruden-Doll)			<b>Seconded:</b> Ron Richards
<b>In Favor:</b> 8	<b>Opposed:</b> 0	<b>Abstained:</b> 0	<b>Outcome:</b> Motion carried [8-0]

### 3. PUC Presentation (30 min)

- PUC not available to present
  - Discussion raised regarding comprehensive board training hosted by PUC; every board member would need to agree to the approximately 5 hour training sessions every Saturday

### 4. School Leader Report and Dashboard Review

- School Handbooks preview
  - Handbooks not ready yet
  - Both Student and Staff handbooks will be ready for June board meeting
- School Leader Report
  - Arts performances and outings: 5th and 8th grade students participated in Dancing in Classrooms fundraising event at the Rotary Club last Friday, drumline performed on Saturday, and two 8th grade students competed in Dancing in Classrooms statewide competition and won first place
    - Shipment of new drums delivered from Graves Foundation funding
    - Culture of school strong: staff supporting students at events
    - Schoolwide focus on showcase practice and NWEA testing (Junior Cubs began testing last week, Cubs and Lions to begin testing after Showcase on May 24)
    - Students working hard to attend end-of-year honors trips
    - Recent visits of community members successful, including the Lunch and Learn
    - School calendar Adjustment: last day of school for students June 7, leadership to make similar adjustments to already approved 19-20 and 20-21 school calendars
    - Discussion of Spring Showcase: Arts Team and Ms. Edwards created management system and plan to ensure success, included more rehearsal time and a dress rehearsal, intermission planned, inclusion of finale
      - Tamala to connect with Edwards regarding stage management
  - Upcoming school events:
    - Spring Showcase on May 24 at North High School
    - Mandatory Spring Parent Meeting for families on May 30 at LWA (goals: increase parental support, receive parental concerns from last year, get feedback from surveys, discuss behavioral and academic data)
    - Kindergarten graduation at 12:30pm on June 7 at LWA
    - 8th grade graduation at 6:00pm on June 7 at LWA

## 5. Financial Review

- Review of April financial report
  - 83% through school year
  - 188 ADM, slight variance of current average daily through end of April at 176 ADM
  - Cash at end of April at \$41,000 due to vendor payments and MN DOE holding payments from previous fiscal year (to be monitored by True North and CLA)
  - Revenues tracking at 82%
  - Noteworthy payments include Imagine Learning (online educational program) for \$9,000 (paid for with Title 1 grants, LWA will be reimbursed) and Impact Educational for \$7,000 (paid for with Title 2 grant, LWA will be reimbursed)
  - Question raised regarding two payments to Northstar Bus Line, answer was they are accurate
  - Discussion regarding Go Fund Me fundraising check not recorded as received, Schuyler to follow up with Go Fund Me and request reissue
  - Question raised from Purchased Services figure - majority of Title Budget is staffing, with an adjustment made for curriculum (Imagine Learning). The 586% figure is accurate
- Review and approval of FY20 Budget
  - Based on enrollment at 195
  - Question raised regarding staffing: Salaries for teaching positions increase of 3%
  - Three vacant positions at this time
  - Flat inflation rate of 1.5% used
  - Accounts for different in Graves Foundation grant (funding in FY20 budget written in at \$5,000)
  - Facilities lease is decreased 12%
  - True North will include a childcare facility run by True North (which will reduce the school's lease percentage)
  - Questions raised and discussion regarding timeline of childcare facility
    - Per Mary Stafford, True North is in the process of submitting an application for childcare center
    - Former plan to open daycare center with Christina's Child Care in convent building owned by St. Margaret Mary discontinued due to high cost
    - True North working closely with Ms. Edwards, School Operations Manager, to use space that already exists in building
    - Goal would be to also reduce LoveWorks rent, with further discussion needed to determine best structure for maximum lease aid
    - Father Tom of the church has agreed to the childcare plan in principle
    - List of potential students wanting to enroll already exists
    - Plan of 12 hours a day, 5 days a week as a childcare facility year-round
    - Fee-based program but many children would be eligible for county funding
    - Notion is to increase LWA growth and help support families

- Questions raised in Finance Meeting: Science teacher role opening (answer: position has been offered), significant decrease in specific salaries (answer: staffing model adjusted and restructured for next year)

<b>Motion:</b> Approve April financial statements pending audit (Ron Richards)			<b>Seconded:</b> Angie von Ruden-Doll
<b>In Favor:</b> 8	<b>Opposed:</b> 0	<b>Abstained:</b> 0	<b>Outcome:</b> Motion carried [8-0]

<b>Motion:</b> Approve FY20 budget with numbers as stated: Total revenues of \$3,461,582, total expenditures of \$3,443,755, total positive balance of \$17,827 (Ron Richards)			<b>Seconded:</b> Ryan Hamilton
<b>In Favor:</b> 8	<b>Opposed:</b> 0	<b>Abstained:</b> 0	<b>Outcome:</b> Motion carried [8-0]

Total revenues: \$3,461,582

Total expenditures: \$3,443,755

Total positive balance: \$17,827

## 6. Operations

- Lease Agreement
  - Archdiocese completed review, comments do not look significant
  - Jim Stafford will email the lease with comments to board
  - Length of lease is 2 years
  - Carpet throughout school will be redone this summer
  - Rent remains the same
  - Removed the \$40,000 deposit

<b>Motion:</b> Approve lease pending legal review (Ron Richards)			<b>Seconded:</b> Ryan Hamilton
<b>In Favor:</b> 8	<b>Opposed:</b> 0	<b>Abstained:</b> 0	<b>Outcome:</b> Motion carried [8-0]

## 7. Board Governance

- Donations
  - Final fundraising donations collected from board members Schuyler and Jidana
- Community Engagement

- Lunch and Learn review of lessons learned
  - How to communicate future events (Evite may not have been the most successful platform, corporate email addresses may have been caught in spam filters, many of the invites were not opened/read)
  - Connection made to nonprofit called Giving Women, nominating LoveWorks for grant consideration
  - Planning on doing 3 Lunch and Learns next year prior to showcase

## 8. Development Committee

## 9. Other Business

- Board Member Nominations
  - Angie, Schuyler, Ryan, and Tamala all voted to remain on board
  - Two parents wrote their names as parent members, Governance Committee to vet
  - Zach Hach, Middle School Math Teacher, voted as teacher representative
- Officer Election Results
  - Board Chair: Ryan Hamilton
  - Vice Chair: Schuyler Troy
  - Treasurer: Ron
  - Secretary: Angie
- SOURCE Fair planning
  - Flyers are printed out
  - Canvassing efforts - businesses on North Side as well as passersby and house-to-house canvassing
  - Parents have shown interest
  - Katie has sent home flyers with students twice, posted flyers in front office
  - Board members to send a copy of flyer to confirmed businesses
  - First aid and bouncy house confirmed
  - Tierney secured books to donate
  - Ryan confirmed police officers and fire department to be present
  - Raffle items finalized: gift baskets, comforter set
  - Music: KMOJ to connect with Turner and Stafford regarding wattage

## 10. Close of Meeting

- Next meeting date: June 18, 2019, 6:00pm, LoveWorks Academy
- Adjourn (8:15pm)