



Special Board Meeting of the Friends of the School of Creative and Performing Arts

Tuesday January 22, 2018 at 6:30 p.m.  
at SDSCPA Room 104B

2018-2019 Board of Directors

Principal: Timothy Farson (Present)  
President: Lorayne Sandino (Present)  
Vice Pres.: Rollie Durruthy (Present)  
Secretary: Nancy Birmingham (Present)  
Treasurer: Heather Harris (Present)  
Parliamentarian: Kurt Meeder (Present)  
Director: Laurie Smith (Present)  
Director: Susan Adams (Present)  
Director: Amber Green ()  
Director: Jenna Tontz (Present)  
Director: Rik Hauptfeld (Present)  
Director: Martha Hall (Present)  
Director: Lydia Krasner (Present)  
Director: Jessica Mays (Present)  
Director: Ashley Stevens (Present)

Monthly FOSCPA Meeting Dates 2/26, 3/12, 4/23, 5/21, 6/25  
Time and Location SDSCPA Room 104B@ 6:30

**Welcome & Call to Order**

Meeting called to order at 6:30 pm. We have Quorum.

**Secretary Report**

Minutes of 11/27/18 are approved with no corrections.

## **Principal Report**

Grateful to board

Great vision work

Shout out to Main Stage. currently what is happening and to events about to happen.

Budget starts next week, will get it Monday and turn in on Friday. \$38,000 from the district.

SCPA Audition acceptance this Friday, largest number ever, but accepting the least amount.

Taking kids with a strong focus and commitment. Teacher allocation is based upon number of kids, strategic growth. Musical theatre and dance have exploded. 36 is the cap on class size.

Expected 1600 students to come last year, 1320 came. New class start time to be no earlier than at 8:30 am. Respect healthy start time with logistics with school.

## **President's Update**

Friends cafe, currently makes about 50% profit

Still working out numbers and volunteers

Letting wheels know instead of separate table come in with a separate bank at Friend's cafe.

Hope this will help staff Friend's Cafe

Hope wheels take more ownership

Discuss 15% of net profit to wheels and take on flowers? Take this to the committee level. Need to wait on percentages, currently money is needed to be used elsewhere.

Heather Harris made a motion that Parent Wheels get 15% of net profit and all the profit on flowers. Martha Hall 2<sup>nd</sup>. 6 No, 3 yes, 2 abstain **Motion did not pass.**

Discussion: Staffing 5 hours with 2 people arrive about 5:30-8:30. To be tabled for another meeting.

## **Governance Board Report**

Martha: Conflict of interest avoidance policy and procedure important for audit, IRS has it as a standard and required. Included in bylaws,

Board member must sign yearly

1. Example of Conflict of Interest: Using the non-profit corporation for personal enrichment. Board members who pay themselves a salary is an example. Another is family and friends ex: regional dance competition and a parent on the board voting for a budget. If a board members child is benefiting from funding, conflict of interest must be disclosed and explained to the board. Then the board member leaves the room while it is being discussed and the board votes on whether it is a conflict or not. Board asks 'Is this a real conflict of interest to be determined by the board'? The employment of a board member or their family members for employment is an example.
2. Another type of conflict: Adverse to mission of nonprofit corporation. Board member becomes principal of another school and competes against SCPA for money, grants, and awards. Financial arrangement that compensates board members or their family members.

Starting on Policies and procedure rules for elections in spring, election process, budget/financial process. Governance meeting possibly in March?

Conflict of Interest Policy signed by all in attendance and submitted, see attached

### **Events Committee Update**

Lydia and Rollie:

Activation event 12/5, still need follow up on success/failure of event.

VIP before the show, do we take the money left over to do a VIP event or do another activation event? Consensus is no. Table this for events meeting.

VIP are not going to require anything financial, use the students in the process. For ex: backstage Roxane does not want to do another activation event.

Principal Farson does not want another activation event to go forward in FOSCPA until stewardship is in place. Money will stay in place until further notice.

Summer Gala still in process, Tentative June 29th

### **Treasurer Report**

Bank account: Need to change bank account signer names. Lorayne Sandino declines to be added as signer.

Marth Hall makes a motion for Aspasia Birmingham to be an additional signer on the bank account. Kurt Meeder 2nd, **Motion passed.**

Senior Dance Exposition: Feb 8/9 After school program and it is currently unfunded.

Previous year had event funded by Main Stage. Currently only seniors are in the Senior Exposition.

What's the vision of Fund-a-Kid (theaters, music, visuals dance) it needs to be in writing.

After school programs are not funded by the district. Need a meeting to decide what the money can be used for.

Fund-a-Kid has a line item for supplies that may possibly be used for costumes for Senior X?

Main Stage is not supporting Senior X.

Concern that money is being given arbitrarily without delineation.

Martha Hall will email Dance Wheel information for a motion to be voted on to allocate funds for Senior Exposition.

RHS dance festival have raised \$15,000 raised by the kids through the Cause Vox

Senior photo head shots, dance and musical theatre, \$200. Can this be paid for out of Special Projects?

Lydia Krasner made a motion to use funds from Special Projects to fund senior photo for dance and theatre. Loraine Sandino 2<sup>nd</sup>. **Motion passed**

Kurt Meeder make a motion that based upon additional feedback and confirmation from Glen of Kiwanis to earmark their check specifically to the music program budget that the FOSCPA board approves \$1000 from the Music budget for the next Jazz Festival. Martha Hall 2nds. **Motion passed.**

### **Accountant**

1) Donna is requesting that \$749 for car donation from her father-in-law from Cars Inc become

discretionary funds for Principal Farson. Accountant reports that we cannot do that, it is money laundering. Money is received to the foundation, then Principal Farson can write a grant with a letter of intent on how he is going to spend it with receipts. The difference between the teacher grants is we do not need receipts.

FYI - Any expenditure of \$5000.00 is a red flag for IRS, must have it's own line item in Chart of Accounts.

Hospitality is now a red flag for IRS: (can no longer give away free food or beverage) and can no longer be in your budget. Lydia Krasner makes a motion for \$4,320 to be moved from Hospitality to Friends Café in the budget. Kurt Meeder 2nd. **Motion passed**

Treasure report submitted, see attached.

Meeting adjourned at 8:15 p.m.