



**Calgary Arts Academy Society  
Meeting of the Board of Directors  
October 22, 2024 Meeting Minutes**

**In Attendance:** Ken McNeill, Neil Tichkowsky, Joshua Dalledonne, Jim McLeod, Arsheel Hirji, Anna Murphy, Jon Yee

**Administration:** Cole Jordan, Michelle Stonehouse, Cheralyn Doell,

**With Regrets:** John McWilliams, Doug Frenette, Mallory Graham,

Regular Meeting of the Board of Directors

1. This Day in History – Jim
2. Call to order – 6:16
3. Approval of the Agenda – Considered Approved with 2 additions (Items 8 and 14)
4. Approval of the September 17, 2024, Regular Meetings of the Board of Directors Minutes – Considered Approved
5. Audit Committee – Ken - Looking at our current year, with the introduction of PAD's, we have seen a positive change in collecting fees from families. We have less overall receivables as well as less time spent chasing down payments. The year is going well so. The audit continues and Cole is steering the ship well. We will have the AFS for the November meeting. We are ending the year with a surplus this year, which will increase our unrestricted reserves. Our capital reserve will still be \$200,000, and we will still have unspent funding from the government for Furniture and Equipment.
6. Superintendent Report – Michelle – We are going ahead with the procurement agent to help utilized the Furniture and Equipment Grant. We had our Education Plan meeting with the AB Ed Director and that went well. The AERR report is just about complete, and will be sent out prior to the AGM. Ken had asked about looking at some preliminary numbers these will be posted on our board documents.

For our Charter School evaluation, we will be finishing the self-evaluation by October 31st. Alberta Ed will come here November 27th and 28th as part of the evaluation. We will want to determine who will be at the meeting. There is a whole section on Governance. A reminder to familiarize yourselves with the Charter as well as our Policies and bylaws.

7. Advocacy – Joshua – Met earlier today, the main highlights are the conversation around enrollment. More website talk, and a desire to reimagine the website for those who are looking for information about the school and registration. The website will be focused on by the Growth Committee. We will meet on November 5th to plan around the design and function.
  
8. Day of Remembrance – Anna – Provided a document for the event and went through it for more clarity. The event is from 12pm-1pm and the purpose is to reflect on the memory to those who have been lost. We are a part of the CAED, and as Calgary becomes more inclusive, we need to continue to create spaces of belonging. There is limited need for funding with the largest cost being an honorarium. The Teegan and Sarah Foundation has offered \$5000 to support this event. Tacit edge has also offered \$500. Any student wanting to present an art form will be welcome and the event is completely voluntary.
  
9. Capital Planning Committee – Jim – Arsh presented the results from our strategic planning session. It provides the first snapshot of where we are at. We looked at a 3yr and a 10yr outlook. One of the risks identified is that our policy's need updated as soon as possible. The results highlighted, programs of the future, site considerations, interested parties, which will help define a functional plan. By the end of the year have a strategy solidified. We can leverage our students and parents as ambassadors. We can now have the contract finalized with Larkspur.

10. Governance Committee – John – Slate of Directors

**Motion 1** – Asheel - To approve the current directors as the 2024 2025 slate at the upcoming AGM - Jon seconded - Approved

11. Growth Committee - Mallory – No Further update

12. Arts Engagement – Joshua – The Mayor’s Celebration of the arts Luncheon was last week. We have a need for a calendar highlighting events like these. It is just database management but something that we can participate in. Public CAA events. Jubilee, Vertigo, showcases, larger scale arts events where we should be visible and present as well.

13. Arts Coordinator – Cheralyn – We have launched Jubilee planning this week.

14. Michelle’s Stories

15. Meeting Adjournment – 7:49

**INFORMATION ITEMS** - \*\* Upcoming School Events:

- Regular Meeting of the Board of Directors – November 19, 2024
- Annual General Meeting – November 19, 2024
- Jubilee Winter Performance – December 6, 2024