

**Granite State Arts Academy**  
Board of Trustees Meeting  
September 27, 2016

Attendance: Amy Sevigny, Kate Russell, Rob Solomons, Tony Polito (HOS), Kelli Twiss, Alicia Nelson, Judy David, Renia Radziszewski (staff) for partial meeting, Chrissy Caron until 7:30 pm(staff), Don Erdbrink (on the phone), Ken Dunne, Denise Sharlow (grant writer consultant - on the phone until 7pm), Jason Swift (on the phone)

Excused: None

Guest: Kateherine Prudhonne- O'Brien (parent)

Call to order: 6:05 pm

- Kenn Dunne to chair meeting tonight as vice chair as Don is calling in via phone
  
- Public Comment - Ms. O'Brien noted that date of posting for tonights meeting was incorrect on website- listed as thursday not Tuesday. This was changed yesterday. Amy stated that she would take this on to assure accuracy in the future.
- Approval of Minutes from 9/13/16- Ken made a motion to approve minutes of 9/13- seconded by Judy and approved. Abstained Don, Alicia and Kelly as they did not review these minutes
- Welcome Kelly Twiss and Alicia Nelson to the board- thank you for joining. Thank you to Melanie Holden who has stepped down for her service
- Update from Denise Sharlow
  - Thanked board and Don for allowing this update
  - Feels that a relationship b/t grant writer, HOS and BoT is very important to progress and be effective with open communication
  - Kelly Twiss has been on a grant writing committee and Mr. Polito has some grant writing experience
  - Denise gave an update- stressing that a list of priorities, financial plan to identify needs, planning is critical. Should be looking forward 1 year to 18 mo to identify needs.
  - Suggested a calendar be built to identify future critical projects. Grants have dates and deadlines- this will organize this process
  - Discussed what is/is not available for a school setting
  - Focus on areas of concerns - over the next 18 mo. Review budget.
  - Denise will make a binder available that outlines ongoing grants based on priorities and the status of the applications.
  - Ken asked for an update on status of current work.
    - Denise stated that she is working on a broad branch of ongoing grants. Met with some staff in the spring and summer
    - Spanish funding was received
    - Dance grant was received for artist in residence

- An additional grant was send out to support dance program as this was not fully funded.
  - Several requests for general education funding was sought out.
  - A call out to walmart to request supplies
  - Music request has gone out
  - A request to NH charitable foundation has been sent out.
  - Just under \$5000 thus far in grant money
  - All grants that get processed are public funds that require frequent contact with these foundations- a benefit of having the grant writer.
  - Ken asked if it was helpful to send information to Denise that they find- Denise stated that this is helpful. [Denise.sharlow@gsaanh.com](mailto:Denise.sharlow@gsaanh.com)
  - Kelly asked - if there is a need of a pool of money to assure matching grants. Denise discussed this. In kind donation list is ongoing - Renia will share this with Denise. Fundraising money is in a separate account. Board of Trustees volunteer hours can count as in kind donation.
  - Suggested that that we need a working strategic plan. Don suggested that this will be discussed at strategic planning meeting in the fall
  - Kate asked- about the self assessment piece of grants and asked if this list could be sent to her
  - Suggested that the board members join NH Board for nonprofits- detailed information on conducting a self assessment etc.
  - Denise suggested that she can manage title 2 funds if needed (if these are available) and suggested that Don, Renia and Tony review this.
- Tony and Chrissy suggested that graduation requirements need to be continued to looked at - they developed a new proposed draft of graduation requirements and these were discussed at length. We want to attract art students in addition to academic students. This draft was discussed. A minimum of 26 high school credits for graduation to prepare student for college and career ready. We took a vote last meeting this will be modified to allow for graduation requirements. This will evolve over time. A few edits to be made and presented again at the next meeting for a vote.
- Mr. Politio- discussed running a summer school for credit recovery as well as VLAC
- NH Scholars was discussed- Chrissy will research this
- Kate made a motion to accept the new proposal with discussed amendments (credits, compare and contrast to college selections) with one more review by the board prior to posting and a formal vote will occur at the next meeting- seconded by Don and approved by all.
- Building status
  - Gary Harris is working in the music rooms - thank you Gary for your continued work and dedication to GSAA
  - Gary has agreed to build kiln room (budget is to be determined). Current kilns may need rewiring

- Art room sink- plumbing company (we are still waiting for proposal)- Don will follow up
  - clean up from sprinkler issue is ongoing. Waiting for cost breakdown and insurance review
- Egress doors are in and complete- Brooks property has pulled the permit - they will contact fire dept. for inspection
- Chamber update- we joined the chamber- they offered a ribbon cutting
  - Ribbon cutting was offered for October 12th- time to be determined (am)
  - A logo will not be available yet for signage, therefore a banner with the school's name will be used for photo
- Budget Report- presented by Judy David
  - No current issues
  - Judy and Don will need to clean up the numbers for Auditing purposes
  - Don has another call into the auditing company to arrange for letter of engagement
- HOS Report
  - Things are going well- no issue
  - open house this Wednesday for interested students
  - Mr. Politio met with day care setting and planning on collaboration
  - EIT- on neighbor - Mr. Politio also met with them
  - Met with the dialysis center, also our neighbor to create relationships
- Logo update
  - Kate discussed we are still working with DSD- they want to work with us. First drafts of potential samples were a first draft
  - Kate sent out a list of questions today to the board for to discussusion:
  - Should we ask staff, should we ask for more ideas/entries?
  - Should other entries be in the mix for choosing the logo
  - We need a deadline- we have has a sense of urgency
  - We have a goal date of October 3rd to send to printing for ribbon cutting on 10/12
  - Previous discussions were presented and discussed
  - Consider the shade of school color that we have been using for prior marketing materials and share this information. This might be an opportunity to change up the colors a bit. A fresh start branding
  - Next step:
    - ask DSD to submit more designs
    - ask Mr. Sharlow to participate
    - Kate will reach out to 4 current participants to explain deadlines, design discussions etc.
    - Review all submitted designs at next meeting for a potential vote
    - Submissions will be emailed to the board for review

- Strategic meeting doodle results- the most availability is Saturday 11/12 - Amy and Kelli both work on the weekends and are not available. This will be an all day event for strategic planning

Next meeting date- 10/11 @ 6pm

Meeting adjourned- 8:47 pm