

Rilke Schule Inc.
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Rilke Schule Inc. Minutes
Friday, January 29, 2021 4:30 PM
Zoom

Attendees: Laurie Orell, Rebecca Colvin, Marisa Wang, Shawna Popavici, Francheska Bass

- I. ED Updates
 - a. Francheska has been hired full-time at Anchorage Waldorf School. She will remain working part-time for us as well.
 - b. All employees have access to W-2s for taxes. Francheska has given our tax information to the tax accountant for processing.
 - c. Our insurance underwriter cannot change our existing policy to reduce our rates even though we're not operating a clubs program. However, they will give us a 16% credit.
 - d. Francheska has an external hard drive that she's moving all of our files. She's scanned and saved some of our paper files to it as well, but that is on hold due to COVID.
 - e. Herr Downie still has not turned in his addendum to be paid for the 1st quarter club he operated. She's made multiple attempts to contact him with no response. This is the last payroll item pending besides Francheska's salary.
- II. Upcoming Meetings
 - a. Francheska will send a doodle poll to schedule a 3rd quarter meeting in February. Our annual meeting also needs to be scheduled for April.
- III. Finances
 - a. \$31,512.05 in checking and \$15,221.64 in savings.
 - b. Insurance payment is upcoming, but it will have 16% credit applied.
 - c. Phone is turned off and no charges.
 - d. PO box annual fee is due this spring.
- IV. Clubs
 - a. Consensus that it was a good decision to not host clubs for the remainder of the school year. We're likely unable to make any decisions on operating clubs in the 2021-2022 school year anytime soon. This is a topic that we'll discuss at our August meeting.
- V. Executive Session - none
- VI. Adjourn
 - a. Meeting adjourn 5:30 pm.