

Rilke Schule Inc.
1846 E. 64th Ave.
Anchorage, Ak 99507
(409)333-2582



Rilke Schule Inc. Minutes
Thursday, December 2th, 2021 6:30 PM
Zoom

Attendees: Laurie Orell, Marisa Wang, Shawna Popovici, Rebecca Colvin, Conor McCutcheon, Katherine Riling, Francheska Bass

- I. Call to order
- II. Adoption of the Agenda
 - a. Rebecca moved, Shawna 2nd. Passed unanimous.
- III. Approval of September 30, 2021 minutes
 - a. Shawna moved, Katherine 2nd. Passed unanimous
- IV. Reports
 - a. Chair Report
 - i. Laurie received work approval to remain on the board, but she is unable to be involved in anything COVID or pandemic related as it is a potential conflict of interest. As Vice-Chair Shawna will act in her place, as needed.
 - b. Vice-Chair Report
 - i. Shawna is working to have Rilke Clubs as a volunteer opportunity for ASD's high school volunteer credit course. ASD Jr ROTC also has volunteer hour requirements. These volunteers would greatly help as a classroom assistant or other support roles in Clubs. **Action:** Shawna will bring more information on these opportunities to the next meeting.
 - c. Treasurer Report – vacant. Deferred to ED.
 - d. Executive Director Report
 - i. Francheska is finalizing the 2nd semester clubs list in order to open registration before the winter break begins.
 - ii. She's revising registration forms and the parent handbook for our review and approval within the next two weeks.
- V. Old Business
 - a. Operating Budget
 - i. Francheska emailed updated budget information. Board Q&A conducted. **Motion:** Laurie motioned to authorize Francheska to increase Rilke operated club rates by \$15 beginning 2nd semester. Shawna 2nd. Passed unanimous.
 - b. ESSER III Proposal Updates
 - i. There is still no official answer from the APC regarding our request. However, their budget was passed at the most recent meeting that did not allocate all of their ESSR funds. **Action:** Laurie, Rebecca, and Francheska will follow-up with APC Chair and Bearss.
- VI. New Business
 - a. Alaska Community Foundation Grant
 - i. Francheska submitted an application for \$50,000 and is still waiting on a response. However, we very narrowly meet their criteria.

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- b. Tri-Board Meeting Updates – Bulletin Board & Volunteer Workgroup
 - i. RSV and APC have bulletin boards in the lobby and would like to add RSI as well. **Action:** Every board member should email Laurie a photo (preferably a family photo) for your name and role to be posted.
 - ii. Tri-Board is creating a workgroup related to volunteering in the school. They will be reviewing how hours are logged, how to better advertise opportunities, etc. **Action:** Katherine volunteered to sit on the workgroup.
 - c. RSI Representatives at December 4 Holiday Photos & Tours
 - i. APC and RSV are hosting a free photo with St. Nicolaus a opportunity. It has been widely advertised at preschools with the intent to increase our kindergarten enrollment Fall 2022. RSI has been asked to have a representative to discuss Rilke Clubs for potential new parents. **Action:** Francheska will be there 10 am – 2 pm. Rebecca will be there 2 – 3 pm.
 - d. Bylaws
 - i. We need to review our bylaws for routine updates, as needed. **Action:** Rebecca will send out our current bylaws and research how APC bylaws address the out-going Chair’s role as a possible model for ours.
- VII. Adjournment 8:00 pm