

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



Rilke Schule Inc. Minutes
Wednesday, November 16, 2022 6:00 PM
Rilke Schule Conference Room

Attendees: Shawna Popovici, Conor McCutcheon, Marisa Wang, Rebecca Colvin, Francheska Bass, Kodi Tanaka

Excused Absent: Katherine Riling

- I. Call to order, Adoption of the Agenda & Approval of 08-25-2022 Minutes. Rebecca motioned, Conor 2nd. Passes unanimous.

- II. Reports
 - a. Chair / Vice Chair
 - i. ASD proposed cutting high school immersion starting 2023-24. After extensive public comments, ASD took immersion off the table for the next year. Shawna proposes that RSI begin advocating in January to the legislature an increase to the Base Student Allocation (BSA).
 - b. Treasurer
 - i. Marisa met with Francheska and Kodi on updating financials and updating the budget with actuals at this point in time.
 - ii. We provided information to our accountant (Tor Daley, CPA CGMA Accounting and Finance consultant) to file our 990 tax form. He received approval from the IRS for an extension (automatically for 6 months). He is proceeding to file the 990 imminently.
 - iii. Board discussed we operate on the State calendar year (July 1 – June 30). We would like to file this in August beginning next year to avoid any need for extension.
 - c. Executive Director
 - i. As Submitted
 - ii. Board is developing an evaluation form for ED, in order to begin an annual evaluation cycle.
 - d. Secretary
 - i. Proposes to take over scheduling meetings and agendas for the remainder of the school year from the ED. Board agreed.
 - ii. Discussion on how to manage public participation in meetings. When board meetings start, we will offer to any attendees if they would like a topic to be added to the agenda. If not, they are there in an observational mode only.

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- e. RSV / APC
 - i. Shawna attended October APC meeting and reported RSI would be reviewing its budget and our funding request for Rilke Clubs.
 - ii. RSV reported at their last meeting they are pursuing obtaining a gaming license, as the board has had one in the past. Rebecca encouraged RSI to collaborate with RSV as we begin doing additional fundraising events.

- III. Old Business – tabled until next meeting.
 - a. Bylaws Review
 - b. Board Position Descriptions
 - c. Credit Card Fees

- IV. New Business
 - a. Budget Approval
 - i. Marisa stated we make more money when we internally operate clubs vs from an external contractor.
 - ii. Conor motioned to approve the revised budget for the remainder of the 2022-23 school year. Marisa 2nd. Passed unanimous.
 - iii. Conor and Marisa will meet to generate various report formats to present to the board to determine which one we would like routinely.
 - iv. Francheska is upgrading our DropBox account to allow three accounts. Rebecca will coordinate with her on gaining access to get all board documents uploaded.
 - b. APC Funding Request for Rilke Clubs
 - i. Marisa motioned to revise the request to APC for funding support to \$45,000; \$25,000 to be held as 2 months of operating expenses and \$20,000 to be held for licensing application, implementation, and compliance. Conor 2nd. Passed unanimous.

- V. Adjournment – 7:52 pm