



Rilke Schule, Inc. Minutes
Thursday, April 11, 2024 6:00 PM
Rilke Schule Conference Room and Zoom

Attendees:

RSI: Shawna Popovici (Chair), Katherine Riling (Vice-Chair), Conor McCutcheon (Vice-Treasurer), Rebecca Colvin (Secretary), Francheska Bass (ED).

Other: Branden Strauch (Principal), Toni Ross (RSV), Mark Truog (APC), and Cameron Vincent-Lang (Vice Principal), and members of the public.

- I. Call to order 6:02 pm. Conor motioned to adopt the agenda and approve the 02-29-2024 special meeting minutes. Rebecca second. Approved unanimous.
- II. Public comment - none
- III. Reports
 - a. Chair / Vice-Chair
 - i. Conducted multiple sessions with ED to review the current budget and create projected 2024-25 budget. Plan to work on remaining job descriptions for discussion at the May meeting.
 - b. Executive Director
 - i. Report is the budget portion of the meeting.
 - c. RSV / APC
 - i. RSV: Gearing up for teacher appreciation week in May. Kinderlauf is their second biggest fundraiser and is on May 11th. The last Kinoabend of the year is on May 10th with the funds going to the Washington, D.C. travel club.
 - ii. APC: Elected two new members with board positions remaining relatively the same. The updated Strategic Plan is on the April APC agenda to be approved. Charter renewal workgroup is making steady progress with a first reading of the application anticipated at the May APC meeting. Trying to schedule a triboard for late April. Reminder to everyone to complete the previously sent Doodle poll.
- IV. Old Business
 - a. Job descriptions – Clubs Director and Clubs Manager
 - i. Moved to May agenda.
- V. New Business
 - a. Budget



- i. Reviewed the 2023-24 budget vs actual report. Compared Rilke Clubs rates side-by-side with the other three afterschool programs that pickup students from Rilke.
 - ii. 2024-25 proposed budget discussion
 1. Revenue is projected based on club occupancy at 85%.
 2. Projected budget is in the negative. Various options to raise revenue and cut expenses were discussed.
 3. Conor motioned to increase club rates \$20 across all clubs for the 2024-25 year. Rebecca second. Approved unanimous.
 4. Katherine motioned to allocate \$6,000 for scholarships and/or reduced fees for families in financial need. Conor second. Approved unanimous. **Action Item:** Board will establish clear guidelines and a form for this program over the summer. Review Campfire's for an example.
 5. Battle of the Books club needs clarification on the addenda and club fees. **Action item:** Katherine will work with Branden and Mark to understand and update the board on the full process of this club/activity.
- b. Board Elections and Positions
- i. Shawna Popovici and Rebecca Colvin's terms expire April 2025.
 - ii. Conor McCutcheon and Katherine Riling's terms expire April 2024. Rebecca nominated them both for an additional term. Both accepted the nomination. Shawna and Rebecca approved. They started their 2nd 3-year terms.
 - iii. Rebecca nominated Joslyn Blanchard to the board. Conor second. Approved unanimous.
 - iv. Board positions to remain the same for the month. Voting on new positions will occur at the May meeting.
- c. Discussion on grants, school business partnerships, and sponsors
- i. Rilke's grants workgroup has met twice and determined large-scale grants should be held under APC/ASD. This does not prohibit RSI from applying for grants to support their operation of clubs or other initiatives.
 - ii. School Business Partnerships are formal agreements with Rilke through ASD's program. Sponsors can provide funding or in-kind services. An example would be a sponsor for the intern program. **Action Item:** RSI will open a separate bank account to house partnership/sponsor fund donations. **Action item:** All three boards will work to clarify what undesignated donations should be held for.
- d. Possible auction fundraiser



- i. Toni sent the board basic information on Alaska Premier Auctions and Appraisals (APAA) package options. They provide various levels of services for events. Long ago Rilke had hosted these type events at large venues across Anchorage, and they were a substantial fundraiser. This could be an opportunity for a large-scale fundraiser for Rilke that would engage the Anchorage community and not just our Rilke families. Shawna would like to know more history about our old events. O'Malley Elementary's French immersion program recently completed a wine and cheese auction with APAA that was highly successful. **Action item:** Conor knows one of the planning members for the O'Malley event and will contact them. Rebecca and Branden will work to find information on Rilke's prior events.
 - e. Website update – summer
 - i. The website should be updated throughout the summer. **Action item:** Board will send content and guidelines to Francheska for this summer project. Clubs should be taking photos throughout the year for us to use online and also photos of the talent show and other club-related events.
 - f. Schedule May meeting
 - i. Tentative Tuesday, May 14th 6 pm.
 - g. Executive Session – ED evaluation
 - i. Started 8:10. Ended 10:13 pm .
- VI. Adjourned 10:13 pm