

Rilke Schule Inc. Agenda  
Tuesday October 14, 2025, 6:00 PM  
8427 Lake Otis Pkwy and Teams

**Attendees:** Katherine Riling, Joslyn Blanchard, Sydney Osbourne, Danielle Kalseth, Conor McCutcheon, Francheska Bass. On Teams: Hannah Dieckgraeff

- I. **Call to order** 6:06 pm. Motion: Katherine motioned to adopt the agenda and approval of the September 9, 2025 minutes. Conor 2nds. Passed unanimously.
- II. **Public comment:** none
- III. **Reports**
  - a. Chair / Vice-Chair: Chair Katherine shared that the board had retreat where we got together to talk goals and accomplishments for the year. She attended the tri board meeting and that RSI had a good turnout at that meeting. RSI recently received a Hilcorp grant for 1k from a community member. Vice-Chair Conor: requested to upgrade to creative licensing for Microsoft office, \$5/mo. Upgrade request was honored.
  - b. Treasurer/Vice-Treasurer: Treasurer Joslyn had a great call with Foraker. She will be getting a full price sheet for accounting services but services are charged in 15 minute increments. They are able to process payments, code payables, close out the books, reconcile bank accounts, credit cards. We would be assigned a team a month to get up and running. There would be more cost up front the it would be an at need basis. This could be potentially up and running by November. For accounting Joslyn reviewed all the scholarships that have been applied to the accounts in which RSI awarded 24k in scholarships, only 16k only was utilized. This was because they were specialty clubs. Current bank accounts are 150k in auction, 149k business, 90k in savings.
  - c. Program Director: Director Francheska has been working on the spring registration dates. Club list will be released on November 14<sup>th</sup> at 5 pm and the registration November 23rd until December 7<sup>th</sup> at noon. Late registration will be January 4 through January 11. Scholarships will open November 14<sup>th</sup>-December 7<sup>th</sup>. The board suggested December 10<sup>th</sup> or the following week as potential date for the scholarship meeting then we can give the scholarship info to Francheska by 12/20. We want to get this information out in an email, Nachrichten and Facebook.  
The new clubs for the spring pickleball, soccer, and German puppets. Still seeking confirmation for the stem club, "natural resources" club. Possible jazz club for the spring. Frau Ringenberg wanted to host knitting club. Director Francheska is concerned with space if there are more clubs added and asking for guidance to know when we should stop adding.

Payments: The contractor first payment was made and the next one tomorrow, interns payment went out. There is paypal balance of \$668 from a receive a \$500 donation from Andrew Gray. Francheska will transfer the money to the account. Planning on starting curbside on October 27<sup>th</sup>. We should have clubs representation at parent/conferences. Jessica Frey is the facilities representative for the APC and we could get with her regarding potential additional spaces.

- d. Administrative Assistant: none
- e. Intern Coordinator: Coordinator Hannah shared that the first paypal payment was made and that there are possible fees with their accounts being in Germany such as transaction fees. Coordinator Hannah will look into another payment option. Interns are attending the staff meetings on Fridays.
- f. RSV / APC: Amanda Thompson from APC joined the meeting. She has a new project that is an annual report calendar with all important dates from the tri-boards. RSI can share dates such as club registration dates. Danielle can work on this with Franceska. Toni from RSV shared that Oktoberfest was sold out this year, kindermode is being sold during parent teacher conferences, Christ Kindlmarkt is coming up and volunteers requests will be out soon.

#### **IV. Old business**

- a. Green Light Cards: nothing to talk about other than Paypal is not working.
- b. Board Retreat: The RSI board had a retreat at The Carriage House in Girdwood on Friday October 10<sup>th</sup>. During the retreat we discussed goals and engaged in team building activities.

#### **V. New business**

- a. Ski equipment funding request:

There was a funding request from Carly Reimer that was sent to us from the APC asking for skis and boots that would fit the kindergarteners and 1<sup>st</sup> graders for a total of \$4005. Originally the request was made to the RSV however they do not have it in their budget to fund this request. We would like to fund the request upfront then ask business partners if they would like to support this in return for advertisement and tax write off. Katherine will draft up a letter to request donations for the funding and she will send to Franceska to send out to ASD approved business partners and businesses who supported at the auction.

**Motion:** Joslyn motioned to approve Carly Reimer request for ski equipment, \$4,005, with the intention of seeking out sourced funds for reimbursement. Katherine 2nds. Unanimous vote.



- b. Review and adoption of board goals: Forming of committees: HR committee which includes sunshine/fun committee, staff incentives, job descriptions. Investment committee which includes financial planning.

**Motion:** Joslyn motioned to form an investment committee which includes Conor and Joslyn. Conor 2nds, unanimous vote.

**Motion:** Katherine motioned to approve a human resource committee which includes Danielle, Hannah, Sydney, Katherine. Danielle 2nds, unanimous vote.

VI. **Public comment:** none

VII. **Adjournment:** Katherine motioned to adjourn at 7:43 pm.