



Arizona School for the Arts
Board of Directors Meeting Minutes
Monday, November 20, 2023 at 5:30 p.m.
Zoom Meeting: 892 9014 8734 Passcode: 262121

Attendance (Voting Members in **Bold**)

Dr. David Garcia, President	P	Alexander (Alex) Laing, Vice President	P	Dr. Heidi Jannenga, Secretary/Treasurer	P
Kevin Allen	P	Michelle Buckley	P	Andrei Cherny	A
Michelle Davidson	P	Betty Hum	P	John O'Neal	A
Allison Otu	P	Nonnie Shivers	P	John Snider	P
Elizabeth (Liz) Guzman, Honorary Arts Faculty	P	Jeffrey (Jeff) Steinert, Honorary Academic Faculty	P	Ian Elder, Honorary Student	A
Ingrid Martinez, Honorary Student	P	Leah Fregulia, Head of School/CEO	P	Leslie Tan Religioso, Development Director	P
Elizabeth (Liz) Shaw, Business Director	P	Carolyn Smith, Executive Assistant	P		

Agenda Items

| Call to the Public

| Mission Moment

Alumni "Why ASA?" for High School Video

| Board Recognition

| Discussion Items

Resource Development Committee

- Development Dashboard
- Exercise/Discussion: Power Mapping for ASA and Your Role as an ASA Ambassador!

Finance Committee

- October Financial Reports

Governance Committee

- Present New Members for Nomination

Executive Director Search

- Search Committee
- Timeline and Schedule

| Consent Agenda

Head of School Report

Development Director Report

| Action Items

Approval of the September 18, 2023 Board of Directors Meeting Minutes

Approval of the October 4, 2023 Board of Directors Meeting Minutes

Approval of the October 23, 2023 Board of Directors Meeting Minutes

Ratification of the Letter of Engagement for the Board-approved Educational Consultant

Approval of the Spring 2025 High School Science Trip to Belize

Approval of the School Year 2024-2025 Calendar

Approval of New ASA Directors, Leola Abraham, Carrie Larson, Lorisa Pombo, and Annette Zinky to 4-Year Terms Beginning January 1, 2024

| The Board of Directors may vote to hold an executive session for the purpose of discussing personnel matters pursuant to: ARS §38-431.03 (A)(1) Personnel

| The Board of Directors may vote to hold an executive session for the purpose of obtaining legal advice from the Board's attorney on any matter listed on the agenda pursuant to: ARS §38-431.03 (A)(3) Legal Advice

Minutes

Board President Dr. David Garcia called the meeting to order at 5:30 p.m.

Call to the Public

David welcomed any members of the public attending the meeting. There were no members of the public present, and David moved to the next agenda item.

Mission Moment

The Board viewed a video compilation that was used at High School Information Night. Several ASA alum submitted videos stating why ASA was an excellent choice for them for their high school experience and what these 7th and 8th graders could gain from attending ASA for high school.

Board Recognition

David recognized Board Member Kevin Allen who submitted his resignation from the ASA Board of Directors due to his move from Phoenix to Los Angeles. David thanked Kevin for his dedication to the school over the six years that he served and Kevin expressed how much he enjoyed his time as a Board member. Later in the meeting John Snider, as Chair of the Finance Committee, added his appreciation to Kevin for all of his excellent work and support as a member of the Finance Committee.

Discussion Items

Resource Development Committee

Leslie Religioso shared the reconciled Annual Fund amount as of October 31st and noted that we are trending \$13K ahead of this time last year, and Parent Giving is at 41% while Board Giving is at 91%; full details are available in her Development Director Report. She informed the Board that the "ASA Rising" campaign will run through the amphitheatre's ribbon cutting ceremony on December 14th and it will overlap with the Tax Credit/Year End Giving Campaign.

Leslie also reminded the Board that Showcase and Signature Series sponsorship efforts are ongoing, and in that spirit, David introduced a brainstorming exercise called the "Ensemble of the Engaged" in which Board members and ASA staff were to participate. Using a worksheet that was sent out with the meeting materials, three work groups engaged in an idea exchange to boost sponsorship leads. After a ten-minute session each group shared their best ideas with the rest of the meeting participants.

Leslie and David then reminded the Board of several upcoming events to which prospective donors should be invited including the fall Signature Series performance events and the Ribbon Cutting Ceremony.

Finance Committee

John Snider said that the October financial reports are on the Board portal for review and at the rate the school is going with careful forecasting and spending, we should end the year in a good position. With enrollment down, as it is nationally, and the sundowning of pandemic period government grants, school administration and the Finance Committee are going to start the budget process after the initial School Year 2024-2025 enrollment period ends so that a budget draft can be presented to the Board for review in March rather than as it traditionally is in May.

Governance Committee

Betty Hum presented four candidates to be voted into vacant Board seats during the Action Items portion of this meeting. Leola Abraham, Carrie Larson, Lorisa Pombo and Annette Zinky have all met with members of the Board and attended Board and various committee meetings as guests over the past couple of months. It is believed by the Committee that they will each bring unique skills and be excellent additions to the Board of Directors.

Executive Director Search

Leah noted that her June 2025 retirement from ASA has been announced to all stakeholders and she thanked David for his gracious follow-up letter. She then apprised the Board of the immediate next steps including the current formation of the search committee as well as the scheduled 2-day visit from the consultative executive recruiter on December 7th and 8th and what role they shall play in that process. In response to a query, Leah let the Board know that she and the Executive Committee are very comfortable in their choice of Educational Directions to conduct the search. Allison Otu expressed her gratitude to Leah for the important part she played in the establishment of ASA and continues to play in making it an outstanding place for children to come everyday.

Consent Agenda

Head of School Report

Leah let the Board know that her Head of School report is on the Board Portal for review. Current enrollment is at the point that it was advisable to freeze the budget from all unnecessary spending, but she wanted to draw attention to the fact that School Year 2024-2025 recruitment and enrollment efforts are ongoing and that she will have updated application numbers at the beginning of next month. Efforts have been strong to recruit new students and retain our current students, especially in the important bridge into high school. Leah informed the Board that they will be voting on the School Year 2024-2025 calendar which is a little later than is usual, as well as approval for a field trip to Belize for high school science students in Spring 2025.

Action Items

Approval of the September 18, 2023 Board of Directors Meeting Minutes

Alex Laing moved to approve the Board of Directors Meeting Minutes from September 18, 2023. The motion was seconded by Nonnie Shivers and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Allen, Buckley, Davidson, Hum, Otu, Shivers, and Snider voting in favor.]

Approval of the October 4, 2023 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from October 4, 2023. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Allen, Buckley, Davidson, Hum, Otu, Shivers, and Snider voting in favor.]

Approval of the October 23, 2023 Board of Directors Meeting Minutes

Betty Hum moved to approve the Board of Directors Meeting Minutes from October 23, 2023. The motion was seconded by Kevin Allen and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Allen, Buckley, Davidson, Hum, Otu, Shivers, and Snider voting in favor.]

Ratification of the Letter of Engagement for the Board-approved Educational Consultant

Heidi Jannenga moved to ratify the Letter of Engagement for the Board-approved educational consultant. The motion was seconded by Michelle Davidson and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Allen, Buckley, Davidson, Hum, Otu, Shivers, and Snider voting in favor.]

Approval of the Spring 2025 High School Science Trip to Belize

Heidi Jannenga moved to approve the Spring 2025 high school science trip to Belize. The motion was seconded by Betty Hum and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Allen, Buckley, Davidson, Hum, Otu, Shivers, and Snider voting in favor.]

Approval of New ASA Directors

Betty Hum moved to approve Leola Abraham, Carrie Larson, Lorisa Pombo, and Annette Zinky to 4-Year terms to the ASA Board of Directors beginning January 1, 2024. The motion was seconded by Heidi Jannenga and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Allen, Buckley, Davidson, Hum, Otu, Shivers, and Snider voting in favor.]

Adjournment

Michelle Buckley made a motion to adjourn. The motion was seconded by Kevin Allen and passed unanimously without further discussion. [Garcia, Laing, Jannenga, Allen, Buckley, Davidson, Hum, Otu, Shivers, and Snider voting in favor.]

The meeting adjourned at 6:39 p.m.

Minutes reviewed and accepted on: December 8, 2023



Signed by: _____, Board Member