



Bronx Charter School for the Arts

Minutes

Monthly Board Meeting - In Person

Date and Time

Tuesday October 8, 2024 at 6:00 PM

Location

Bronx Charter School for the Arts

950 Longfellow Avenue

Bronx, NY, 10474

Trustees Present

Arlene Bascom, Barbara H. Scott, Charles Whites, David Barnard, Denise Brecher (remote),
Evette Stair- Radlein, Lori Biancamano (remote), Susan Geisenheimer, Zahreen Ghaznavi

Trustees Absent

Dan Vislocky, Eric Osorio

Guests Present

Jasmin Abbatiello, Kathy Ortiz, Krisann Vega, Lydia Bremer, Melanie Hok, Patricia Rooney,
Ryan McCabe

I. Opening Items

A. Record Attendance

Absent Board Member: Loretta Cargill (Parent Rep)

B.

Call the Meeting to Order

Barbara H. Scott called a meeting of the board of trustees of Bronx Charter School for the Arts to order on Tuesday Oct 8, 2024 at 6:13 PM.

C. Approve Minutes

Arlene Bascom made a motion to approve the minutes for Monthly Board Meeting on 09-10-24.

Susan Geisenheimer seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Finance Report

A. Update

Melanie Hok provided the board with financial updates.

FY25 Financials as of September 30, 2024

- The first quarter shows a positive net income as of September 30, 2024, primarily attributed to lower expenditures in personnel benefits.
- Expenses are slightly elevated, but are offset by grants such as Summer Boost, the Homeless Grant, and ESSER 3.

FY24 Audit

- NCheng LLP has received the audit package from the school.
- A draft of the audited financials is expected to be available later this month.

Charles Whites made a motion to empower the Executive Director, Board Treasurer, and members of the Finance Committee authority to approve the audited financial statements for the fiscal year ending 06.30.24 for submission to NYSED by the November 1st deadline.

Arlene Bascom seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Development & Communication

A. Update

Jasmin Abbatiello provided an update on private contributions, marketing, and recruitment initiatives.

Private Contributions

- Total raised to date is \$215,463 (\$142,163 cash and \$73,300 in-kind)
- Awarded the Cultural After-School Adventure (CASA) award \$20,000 (in-kind) to cover programming provided by Bronx Ensemble
- MoMA has invited Bronx Arts to continue with their Partnership Program (awarded \$5,000 in programming)
- Kathy and Jasmin are scheduled to meet with Kay Tashner and Carole Kakos on October 10th. Kay and Carol first supported Bronx Arts during the 2024-2025 school year with a contribution that covered costs associated with establishing the laundry facility at BAE.

Marketing and Recruitment Plans in Progress

- Discovery & Strategy Phase: Digital Campaign
- Design Phase: Bus Kings and Liveboards on 52 routes
- New initiatives include bus advertisements and live boards
- Successful previous digital campaigns will be replicated, with a focus on targeting specific communities based on historical data

Videography Schedule:

- October 8th: Swim Lessons
- October 16th: BAE
- October 17th: BAM

IV. Executive Director Report

A. Update

Enrollment Challenges:

Kathy Ortiz further shared a preliminary plan involving grade level restructuring to address enrollment challenges that will likely be implemented in the 2025-26 school year! More information will be shared at a later date as this plan is finalized.

By-Laws:

Reviewed the revision of school bylaws for compliance with state laws about ED position and parent prep position.

- Clarify the language surrounding voting approvals in writing vs in-person meetings.
- Kathy Ortiz will discuss section 14 with Charles White to review the language, followed by a review from Paul O'Neill.

Arlene Bascom made a motion to approve the revised bylaws, pending any revision changes to section 14.

Charles Whites seconded the motion.

The board **VOTED** unanimously to approve the motion.

Three Year Evaluation:

Barbara Scott and Kathy Ortiz provided an overview of leadership transition, reflecting on the past, current and future direction. They reviewed the plans and preliminary strategic goals, emphasizing governance and board structure.

A virtual Board Book was introduced as a resource, encompassing the following elements: vision and mission, core values, board members, committee dates, committee goals, key contacts, and a section dedicated to bylaws.

The committee convened to discuss proposed assignments and evaluate the goals for board members.

Members are encouraged to assess their current assignments.

- Available committees for selection include:
 - Executive
 - Program
 - Finance
 - Development & Communication
 - Facilities & Real Estate
 - ED Evaluation & Support
 - Nominations
- Future planning and objectives for each committee, along with proposed dates for committee and board meetings, were discussed.
- Members are advised to review the proposed committee assignments and arrange a meeting with Barbara Scott and Kathy Ortiz prior to the next board meeting to confirm their assignments.
- Barbara Scott and Kathy Ortiz will schedule a time to meet with the committee.
- Attendance documentation is critical during Zoom meetings.
- Members should ensure their cameras are on and participate in roll call by stating their full names and "present" during the Zoom meeting. Additionally, please use your full name on your Zoom profile.

V. Upcoming Events

A. Update

October

- 10/10: Special visit from Carole Kakos and Kay Tashner
- 10/16 & 10/17: Video shoot
- 10/23: Family Sofrito Mixer, 4-6pm

November

- 11/5: Full day staff PD
- 11/12: Board meeting in-person, mid-town in the city. Place to be announced.
- Monthly food and clothing drive

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:56 PM.

Respectfully Submitted,
Lori Biancamano