

MINUTES OF A MEETING OF THE BOARD OF CONTROL OF THE ART STUDENTS LEAGUE OF NEW YORK HELD APRIL 15, 2020, PURSUANT TO NOTICE DULY GIVEN, VIA INTERNET TELECONFERENCE (ZOOM).

1. The meeting was called to order at 6:00 p.m. with President Robin Frank in the chair.

Board of Control (BoC) Members Present: Robin Frank, Beth Berns, Ezra Bookstein, Charlotte Bialek, Nelsena Burt-Spano, Thomas Greenbaum, Michael Jacobs, Julia Salinas, Nancy Smith, Jeff Sundheim.
Absent: Cathy Blake, Robert Ferguson,

Also present: Executive Director Michael Rips, Karen Gaines, CFO; Eric Raff, HR Officer; Robert Telenick, Director of Programs, and Manager Thomas Tacik, taking minutes.

2. **Approval of Minutes:** . The minutes of the previous meeting of the BoC, held March 11, 2020, having been circulated to the board members, were approved. The minutes of the previous meeting of the BoC, held March 25, 2020, having been circulated to the board members, were approved as amended.
3. **Certificates of Completion:** There were no certificates of completion to approve.
4. **Membership Reinstatement Requests:** There were no requests for reinstatement presented for approval.
5. **President's Report:** President Frank made remarks regarding the efforts of the Board and League staff during the shutdown, and thanked Board and staff members for their work.
6. **Executive Director's Report:** Executive Director Michael Rips thanked Board members for their work, and reported on efforts to keep the League community engaged while the Board and the administration prepare for resuming operations. Mr. Rips went on to discuss the administration's progress in moving classes to online platforms, noting that decisions have yet to be made regarding pricing. Mr. Rips also discussed ongoing development efforts in fundraising and grant writing. Mr. Rips concluded his remarks by providing an update on the installation of an alarm system for the League building.
7. **Programming Report:** Director of Programs Robert Telenick presented an overview of online and remote learning efforts to date. There followed a discussion regarding class structure and registration for the new course series, as well as regarding the methods being employed for online classes, tuition charged for students interacting with instructors, and the use of models for online classes. It was agreed that models posing nude for online classes should be prohibited. There was further discussion about class formats and content, enrollment limits, and the need for technical monitors.
8. **Finance Report:** CFO Karen Gaines reported on the approval of the League's application for Payroll Protection Program funding. Ms. Gaines went on to review League financial statements. There followed a discussion about taking two weeks prior to resumption of classes for cleaning and renovation projects following the governor's approval for reopening. Finance Chair Beth Berns led a discussion regarding the timing of re-opening. The hiring of an outside firm to execute a deep cleaning of the building interior was discussed. Ms. Berns also noted that the finance committee is meeting on a regular basis.

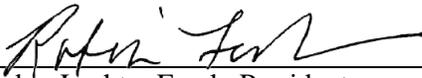
Ms. Gaines noted that model payroll for the month of May would be discussed at the upcoming Board meeting of April 29th.

There followed a discussion regarding a variety of aspects to be considered for re-starting League operations, including: staggered schedules and a rolling start for staff to maintain social distancing and re-settle into returning to work; installation of plexiglass in the registration area and art store to protect clerks; and temporarily suspending café operations to prevent congregating of larger numbers of students.

9. **Human Resources Report:** HR Officer Eric Raff updated the Board on news of COVID-19-related deaths in the League community. Mr. Raff went on to discuss plans for *in memoriam* notices to the League community and postings on the website. Mr. Raff concluded by reporting on in-progress hiring of a consultant for development support.

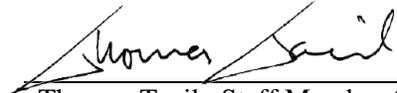
10. **New Business**

There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 7:30 p.m. to Executive Session.



Robin Lechter Frank, President
4/29/2020

Date



Thomas Tacik, Staff Member (Taking Minutes)
4/29/2020

Date