

MINUTES OF A MEETING OF THE BOARD OF CONTROL OF THE ART STUDENTS LEAGUE OF NEW YORK HELD JUNE 24, 2020, PURSUANT TO NOTICE DULY GIVEN, VIA INTERNET TELECONFERENCE (ZOOM).

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

Also present: Karen Gaines, CFO; Eric Raff, HR Officer; Rachel Weingeist, Development Consultant, Timothy Sleeper, Operations Manager, and Manager Thomas Tacik, taking minutes.

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

Approval of Minutes: The minutes of the previous meeting of the BoC, held June 10, 2020, having been circulated to the board members, were approved.

President Robin Frank yielded the floor to Board member Michael Jacobs. Mr. Jacobs reported on his participation and testimony on behalf of The League in a recent meeting of New York's City Council. Mr. Jacobs advised that at least a third of the board should be comprised of people of color and discussed the importance of quantifying and evaluating League demographic data. Mr. Jacobs noted that this will become a governance issue for the Board and proposed the creation of a multi-constituent committee to address issues of diversity at The League. Mr. Jacobs also recommended partnering with other cultural organizations in order to build partnerships and to gain knowledge and access to resources.

Human Resources Officer Eric Raff reported on recent activities of the management leadership team and discussed the development of a mission statement.

Chief Financial Officer Karen Gaines reviewed the financial reports which had been distributed to the Board. Finance Committee Chair Beth Berns noted that Board members may reach out to her off-line with any finance-related questions.

Mr. Raff presented a spreadsheet developed by the staff taskforce for reopening. Operations Manager Tim Sleeper provided an overview on recent renovation projects. Ms. Gaines provided an update on the in-progress store inventory and preparations for curbside purchase delivery once the store reopens. Manager Tom Tacik discussed internal communications with staff regarding reopening protocols.

Ms. Berns noted that Board members could reach out to the taskforce to put forward questions to be addressed regarding the reopening of The League.

Vice President Ezra Bookstein discussed the status of bringing computer workstations back into the office by contractor Tech Alliance.

President Frank discussed communications to staff and instructors regarding safety protocols. Mr. Jacobs asked what the biggest risk or concern is for The League at this time. Mr. Raff discussed compliance and labor laws regarding sick leave and accommodations. Ms. Gaines discussed the risks for the community in taking public transportation to come to The League. There followed a discussion regarding reduced capacity in studios and on premises. This was followed by a discussion regarding the importance of developing an online teaching program.

President Frank asked Mr. Sleeper to discuss air filtration in studios and building-wide. Mr. Sleeper discussed the current HVAC system and reviewed the specific of types of filters being installed, and reported on the new HVAC contractor currently at work in the building, noting that this contractor will provide proposals and guidance on system upgrades.

Board member Nelsena Burt-Spano asked how enrollment will be determined in limited capacity classes.

Mr. Jacobs asked if there will be a questionnaire for students. Mr. Raff reviewed the protocol for screening students. Board member Julia Salinas asked if students will need to sign a waiver. Mr. Raff responded that legal counsel will be consulted in this regard.

Development consultant Rachel Weingeist reported on contacting Mr. David Lipsey to assist in writing of the digital preservation grant proposal to the NEH. Ms. Weingeist noted that she is working with Stephanie Cassidy, League Historian and Content Manager, on archival materials, and reported that she is researching past successful grants in order to create a new grant-writing strategy. Ms. Weingeist also reported on preparations for applying to the Mellon Foundation for a grant; on the completion of the DCLA application and the work therein by Director of Special Projects Ken Park and Director of Community Programs Denise Greene. Ms. Weingeist also noted the importance of good data collection and concluded by providing an update on the Summer in The City Program. There followed a discussion about the funding for this program, how it functions and its potential integration with the Seeds of The League Program.

New Business

Vice President and Building Committee Chair Ezra Bookstein reported on a communication from Manager of Administrative Services Astrid Rodriguez regarding the lobby security station and discussed a proposal to move the security desk back into the lobby. There followed a discussion about the positioning of the security station, the safety of security staff, adequate staffing for security, and security protocols. It was agreed that next steps would include further discussion with security staff and the possibility of hiring a consultant to advise on the best layout for the security station.

Board member Cathy Blake raised the question of steps being taken to screen students and visitors to The League for COVID. Mr. Raff discussed possible scenarios for screening. There followed a discussion regarding the evolving protocols for reopening The League. Mr. Bookstein stated that he will start a conversation with security and other staff, and report back to the Board.

There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 8:10 p.m. to Executive Session.



Robin Lechter Frank, President
7/22/2020

Date



Thomas Tacik, Staff Member (Taking Minutes)
7/22/2020

Date