

MINUTES OF A SPECIAL MEETING OF THE BOARD OF CONTROL OF THE ART STUDENTS LEAGUE OF NEW YORK, HELD FEBRUARY 3, 2021, PURSUANT TO NOTICE DULY GIVEN, VIA INTERNET TELECONFERENCE (ZOOM).

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, Charlotte Bialek, Cathy Blake, Nelsena Burt-Spano, Charles Sincero Chenet, Michael Jacobs, Stephen Rosenthal, Jacquetta Szathmari, Charles van Horne, and Brian Zukauskas. Absent: Jack Gordon

Also present: Michael Hall, Executive Director, Karen Gaines, CFO, and Manager Thomas Tacik, taking minutes.

Board member Jacquetta Szathmari led a discussion regarding the choice of Canvas from among other contenders for the online Learning Management System. Vice President Michael Jacobs reviewed an email communication from Director of Special Projects Ken Park. President Robin Frank discussed the decision-making process of selecting from among three companies.

Ms. Szathmari discussed the need for buy-in from instructors and shared her prior experiences and issues working with the Canvas platform in an academic setting regarding additional fees, also noting concerns regarding security and the tracking of intellectual property. Executive Director Michael Hall noted that Director of Programs Robert Telenick reviewed Canvas with three instructors. Mr. Hall discussed the positive features of Canvas and reviewed its time-based fee structure.

Board member Sincero Chenet stated his willingness to work with Online Learning Manager Randy Parker to create a course to address questions of intellectual property tracking, specifically related to sequential art.

Ms. Szathmari stated the importance of addressing any concerns and of clearly communicating implementation plans.

There followed a discussion regarding the implementation of an online learning management system and digital platform. Board member Brian Zukauskas asked if instructors could have the opportunity to see a presentation of the proposed learning management system implementation. Mr. Hall stated that Mr. Parker will assemble a demonstration and learning module for instructors.

Board member Beth Berns reiterated the need for instructor buy-in and positive perspective with a presentation as the next step. Ms. Berns also noted the need for budgeting this expense.

There followed a discussion regarding an annual fee structure and roll-out to cover the cost of the program. It was agreed that a funding solution could be explored and approved in committee.

Upon a motion duly made and seconded, all Board members present, with one abstention, approved a resolution to proceed with Canvas for the online Learning Management System:

The Board of Control approves the purchase and implementation of the Canvas Learning Management System including the one-time implementation cost, expected to be about \$18k, and the recurring annual fees for both on-line and in-studio students of about \$110k - \$125k. In addition, the Board of Control approves an addition to employee headcount of 1 full-time person, in Registration, to manage customer service and related registration for the LMS.

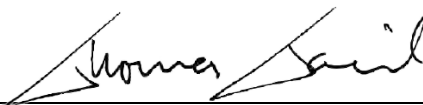
There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 7:00 p.m.



Robin Lechter Frank, President

3/17/2021

Date



Thomas Tacik, Staff Member (Taking Minutes)

3/17/2021

Date