

Kalmiopsis Community Arts High School
Organizational Board Meetingmm

December 1st, 2025

Board members present: Grace Hughes (chairperson), Mindy King (secretary), Taryn Roberson (staff representative), Kelly Costin (Arrived late), Drake Peters (student representative), Lucy Becker (student representative), Terry Davis

Teacher Leaders: Ryan Forsythe,

Facilitator: Gracie / Minutes: Mindy King

Meeting called to order at 4:33pm.

- Welcome and land acknowledgment.
- Additions to agenda. No one had any additions or changes to the agenda. **Mindy motions to approve the agenda. Drake seconds. Motion passes unanimously.**
- Approval of minutes from November 3rd meeting. **Grace motions to approve October 6th. Terry seconds. Motion passes unanimously.**
- Approval of minutes from November 21st Executive Session. **Drake motions to approve the November 21st minutes. Lucy seconds. Motion passes unanimously.**
- Public comments. No comments received. Drake inquired how someone goes about making a public comment and the board explained the various routes.
- Cody has elected to resign from the board. We appreciate the work he has done on this board the last couple of years. **Grace motions to approve Cody's resignation. Mindy seconds. Motion passes unanimously.** The board discussed that Sally Clements is intending on joining us when she returns from her trip and would be a good person to fill this vacancy on the board. (After hearing the account balances report and the arrival of Kelly Costin we returned to this topic) Mindy pointed out that we do need someone to step into the role of treasurer at this meeting, per our bylaws, and that it can be a temporary position until our Annual Meeting in April when we can hold chair elections. Grace and Mindy implored Kelly to consider, and after some input from them and Ryan about what will be expected of her Kelly somewhat reluctantly accepted the nomination. **Mindy motions to appoint Kelly Costin temporary Treasurer. Grace seconds. Motion passes unanimously.**
- Reports
 - Financial Report
 - Account balances. Ryan reported on our account balances. He shared that our bank account totals as of November 30th included \$36,333.09 in checking and \$151,692.68 in savings for a total of \$188,025.77.
 - Statement of activity for October was shared and reviewed. Ryan pointed out that there is a larger amount for the Food Manager due to a clerical error that resulted in a missed September payment. The staff development is also larger as the Teacher Leaders went to several conferences. He

pointed out that the income is negative, part of that is the two things noted above and the other part is an insurance payment that is a larger payment now and then no payment later.

- Audit update! Ryan shared the Audit Findings and Recommendations. We did really well, scoring mostly “best practices” we had one exit comment about not having back up oversight on payroll and that has been removed due to Ryan having responded with evidence of our oversight process.

Way to go Ryan!

- Community and Culture

- Enrollment

- We just lost a student this last week, leaving us currently at 9 Freshmen, 13 Sophomores, 20 Juniors, and 18 Seniors. We do have two students on the waitlist but one is a Junior and the other a Senior and those classes are already overmaxed.

- Community Connections

- Taryn shared that Forest, who is doing a Geobiology class, got in touch with the forestry service who came in today and did their first class on fire ecology. There is a field trip planned for session two that will be hands-on learning.
 - Mindy shared that she had a conversation with Amy Lusson who is going to get some information over to us on a local scholarship through a local community group that never has applicants for the scholarship and is for trade school specifically
 - Grace shared that there is a local welder interested in doing a welding intensive and whose shop is in the same yard as Rock and Soil which would make it easy to get there.
 - Ryan shared that a few of our students volunteered to help with serving at that Thankful Hearts community dinner which has been feeding Cave Junction’s food-challenged population on Thanksgiving for many years now.
 - Taryn shared that Dutch Bro’s donated a bunch of gift cards because we take the students there a lot. They also shared that they had talked with Melissa about the idea that some of them could be used by students who would like to participate in the white elephant but can’t afford to get anything. Drake shared that the manager there loves when we come down.

- Facility

- Taryn informed us that Melissa changed a light bulb. Mindy inquired if she should start leaving facility update off the agenda given that we are in a non-expansion mode. Taryn felt that would be fine, they will let Mindy know if there is a facility issue for the agenda.

- Student Report:
 - We had a KCA Grateful Dinner and everyone had a really nice time.
 - Lucy and Drake are planning on gathering a group of students to come up with what needs fixing and come up with some action plans of how to enact those changes.
 - Students are excited about Christmas Break, trying to push through.
- Staff Report
 - Not much to report, everyone is tired..
- Fundraising Committee Report -
 - Today we made 20 centerpieces for the Dome School Bazaar, Wednesday we will get them packaged up and sell them at Grace's table for the senior trip.
 - Shannon will also be at the Bazaar on Sunday with some students and they will be doing a photo booth with student designed frames, props, etc.. That money will go to the start establishing our Redwood Foundation Account..
 - In January Grace will be making a plan for Asian Dinner Night at the Replay for the senior trip.
 - We made another \$800 bagging groceries, with one more in December too!
 - Fundraising Brainstorm: Grace thought an art auction in the spring, A bike-a-thon was suggested, Soap Box Derby, how does "Donate your car" work, Theater Production, drive-in Movies in the Spring,
- New Business
 - KCA Oregon Savings Growth Plan - Ryan shared that we had a representative who came and shared their retirement program, it allows the employees to decide how much they would like contributed out of each check and also allows the employee to decide where their funds will be invested. This does not cost us anything, except a little of Ryan's time. They do require board approval to move forward. Ryan shared the resolutions that the **Mindy motions to accept the resolutions set forth by the OSGP and that she will be the designated signee for the board while Ryan is the school signee. Grace seconds. Motion passes unanimously.**
 - Appointing Finance Committee Chair - This position is appointed by the chair. Ryan would like to propose a resolution that Kenny Houck be our Finance Committee Chair. Kenny has been working with our community for years and with our school from the beginning. **Ryan motions to approve Kenny as our Finance Committee Chair, Grace seconds. Motion passes unanimously.**
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- Old Business
 - Back up generator update - Tyrone who we were going to turn to actually does solar. Kelly also spoke to a place at the coast and has an appointment on the 17th, and from there the recommendations will be made. This will likely cost about 20,000. There is also an option of buying a back up generator and we can buy one for about 11,000 +electrician costs. There is also an option for about 6,000

that would be a sort of start up and plug in one. Taryn also shared that there has been some discussion about the best use of money and the Teacher Leaders feel that cleaning out the HVAC system. For now we are tabling the topic but are very appreciative of Kelly's help in gathering this information.

Meeting adjourned at 5:26pm.

Upcoming Meetings

- January meeting: 4:30pm Monday, January 5, 2026
- February meeting: 4:30 pm Monday February 2, 2026