

Kaleidoscope Mission

We provide learning experiences and support for Keweenaw families to further their educational pursuits.

Kaleidoscope Values

- We are inclusive
- We are non-discriminatory
- We operate in a collegial spirit
- We embrace mutual respect
- We strive to embrace many educational philosophies

MINUTES APPROVED Thursday, April 14, 2022

Board Meeting Called to order at 6:31 p.m.

Board Members Present: Chris Amidon, Kiko de Melo e Silva

Board Members Absent: Art Pontynen

Staff Present: Michelle Nielson, Shannon Hilaire

Public: Ruth Gill

AGENDA

1. Approve February Board Minutes
Chris Amidon motions to approve February Board Minutes, Kiko de Melo e Silva seconds.
2 ayes: Chris Amidon, Kiko de Melo e Silva
0 nays:
Minutes will be PDF'd and added to the drive
2. Last-Meeting Action Item Review
 - a. Chris Amidon to send additional follow-up contacts to Michelle for the Michigan State Parks | COMPLETE
 - b. Michelle to communicate with staff to remove Rita Kranz from the website | COMPLETE
 - c. Hancock job posting: Michelle to verify if the posting will also be featured online via the newspapers. Michelle will look into posting on Indeed.com and a Michigan Tech jobs board, as well as Finlandia Career Services.
 - d. Michelle to email board for edits: revised Mission Statement; Diversity, Equity, and Inclusion Statement; name of organization on marketing materials. | COMPLETE
 - e. Michelle to reconcile budget, as of January 2022 and report back on available budget for Feasibility Study | COMPLETE
 - f. Ruth to draft a contract for the Feasibility Study and digital approval would be made by the board and discussed on record at March 2023 board meeting. | IN MOTION
 - g. Chris Amidon and Ruth Gill will discuss the proposal for the Summer

Theater Camp and report back to the Board, prior to the next meeting with Finlandia. | IN MOTION
h. All: check emails and reply swiftly | COMPLETE

3. Directors Report (Michelle): See Below
4. Full-Time Core Proposal for FY22-23: Feasibility Study: (Ruth)
 - a. Theater Camp: working toward finalizing the agreement. Ruth will reach out to Chris and/or Michelle if need be.
 - b. Chris is working on finalizing the contract for the Feasibility Study with Ruth.
5. Committees | LTP (on hiatus)
6. Team to begin utilizing updated logos on all official documents
7. Next Meeting (In-Person at Finlandia & Zoom)
April 14, 2022, 6:30 p.m.

Board meeting closed at: 7:04 p.m.

Director's Report

Old Business:

1. Kaleidoscope Brochure: finalized and printed.
2. Organization Chart: Updated on Google Board and Main Drives
3. Hancock Building: Our lease started on 3/1/2022. We have the keys and a plan for the final repairs/maintenance that is needed in the rooms. There have been difficulties with working with the leasing contractor, Andrew Lahiti.
 - Offices- will be getting new carpet (same type of carpet but it will be new). Ordering furniture, computer, and other necessary items/supplies.
Ruth mentions requesting guests remove their shoes before entering to maintain the carpet.
 - Classroom- getting quotes/timeline for new flooring. Looking at vinyl or laminate flooring rather than carpet.
 - Additional repairs- walls were not patched well, poles in classroom, fire extinguisher being replaced, AV system in office is being removed.

- Insurance policy has been updated to include the Hancock building.
4. Grant Funding: Have submitted requests to the following opportunities:
- Portage Health Foundation, Co-Op Bring a Bag program, Friends of the Porkies Mini-Grant
 - Currently working on the Baraga County Foundation application.
 - Future areas to seek funding- expenses to cover the theater camp, computers for both locations, garden space at L'Anse center.
 - *Chris would like the Treasurer to be aware of all grants applied for and requests Michelle communicate the progress.*

New Business:

1. Hancock Coordinator Position: Interviewed 3 people and offered the position to Megan Shaw. Tentative start date is 3/21/2022.
 - a. Requesting approval for her_contract.
Chris Amidon motions to approve, Kiko de Melo e Silva seconds
2 ayes: Chris Amidon, Kiko de Melo e Silva
0 nays:
Motion passes
2. CLK Payments: We have received the 2nd payment for the 1st semester, it was very late due to a CLK audit. Currently waiting on the 1st payment for the 2nd semester.
3. Summer Theater Camp (June 13-18):
 - a. Ruth Gill has a signed contract as the coordinator planning the camp.
 - b. Currently in the process of signing contracts with Finlandia University and CCD.
 - c. Next steps: creating the registration page and developing marketing materials.

Board discusses offering special offers to current families.
4. Staff Shout Outs
 - Jessica (L'Anse Administrative Assistant) assumed the responsibility of teaching a course, after the semester started, when there was a change with the faculty. She also has the new library system up and running and several parents have provided positive feedback.
 - Staff and instructors have been working on summer programming including Battle of the Books, martial arts class, and arts and craft days at the L'Anse location.
 - Erin G. has been working on the fall schedules and registration process. She is also searching for faculty and interviewing interested candidates.
 - Instructors provided mid-semester progress reports and started the 2nd semester. They are seeing great participation in the classes.
 - Website photos were taken and uploaded onto the site.
 - Staff offered a Seesaw Support Day on 3/9/2022 for anybody struggling with the platform.

5. Director's Trip to MI, May 10-13 (flights have already been changed by the airline)
 - Arrive on Tuesday, May 10 at 6:44 p.m.
 - Wednesday will be spent at the Hancock building and then staff have been invited to a team dinner.
 - Thursday: Hancock Open House, tentatively 4-6pm. Board meeting at 6:30 p.m.
 - Friday: Depart at 5:30 a.m.