

Perpich Center for Arts Education (PCAE)

**Board of Directors
Board Meeting Minutes
for July 7, 2008**

2:30 PM in the “Large Glass Box” of GAIA

Note: Any handouts from the July 7 meeting that are included in the permanent, public record, may be found in the *2008 Board Meetings* binder, behind: (1) the *July Board Booklet* (materials snail-mailed to board members in preparation for the July Board meeting), and (2) these July 7 minutes (once approved by the Board at their August 14, 2008 meeting). The handouts will be numbered from page *July08:1-July08:XX*.

1. Meeting Call to Order.

Howard Wilson, PCAE Board Chair, called the meeting to order at 2:43 pm.

2. Roll Call and Introductions.

Wilson welcomed new member Sue Mackert, whose appointment to the PCAE Board was announced by the Governor’s office on June 25.

Members Present: Denis Biagini, Margaret “Maggie” DiBlasio, Ardythe “Ardie” Gallant, Penny Johnson, Virginia Katz, Susan “Sue” Mackert, Alex Plechash, Howard Wilson, and KaiMay Yuen-Terry.

Excused: Peter Adolphson, Bari Amadio, Sonja Peterson and Dorothy Suomala.

Guests Present: Staff: (from PDR:) Mike Hiatt; (from Stephen Ward Associates (SWA) consulting firm:) Stephen Ward and Jane Nakken.

3. **For Action:** Call for additions to the agenda, followed by request for approval of agenda.

Motion by: D. Biagini to approve agenda for this meeting with this change:

- a. Add item 7A (**For Information:** *Presentation by Mike Hiatt of two pieces of art contributed for the auction at Perpich Foundation’s next Big Event.*)

Seconded by: A. Plechash.

Verbal vote: passed unanimously.

4. **For Action:** Call for approval of the minutes from the June 12, 2008 Board meeting.

Motion by: V. Katz to approve 06/12/08 minutes with the following correction: at the top of page four of the July 7 Board packet, in agenda item #9, change “budget for fiscal 2008 (2008-2009)” to “budget for fiscal 2009 (2008-2009).”

Seconded by: A. Gallant.

Verbal vote: passed unanimously.

5. **For Information +/-or Action:** Update from Vision & Mission Task Force. A one-page *Report of the Mission and Vision Committee*, dated July 7, 2008, was distributed (page July08:1).

Motion by: A. Gallant (Task Force Chair) and Vision & Mission Task Force to approve the following vision and mission statements, and tag line as submitted to the Board at the meeting:

Vision: PCAE as a recognized national leader uniquely positioned to fuse artistic passion and academic excellence, producing creative thinkers who offer valued perspectives in society.

Mission: To provide all Minnesota students the opportunity to develop and integrate their artistic and academic ability to its highest potential.

Tag Line: Innovation through arts education.

Seconded by: A. Plechash.

Friendly amendments offered and accepted (underlining added below only to indicate new or modified text—actual statements do not have any underlines):

Vision: PCAE as a recognized national leader uniquely positioned to fuse artistic passion and academic excellence, producing creative thinkers who ~~offer~~ contribute valued perspectives in society.

Mission: To provide all Minnesota students the opportunity to develop and integrate their artistic and academic ~~ability~~ abilities to ~~its~~ their highest potential.

Tag Line: Innovation in and through arts education.

Verbal vote: passed with amendments and with one member, KaiMay Yuen-Terry, opposed due to concerns about semantics, e.g., wish to further clarify phrases such as “valued perspectives in society.”

6. **For Action:** Review and approve Strategic Planning End Statements submitted by Board Development Committee.

Motion by: V. Katz (committee chair) and Board Development Committee to approve the End Statements as submitted to the Board in the July Board booklet (see next page for “*Submitted* End Statements”).

Seconded by: P. Johnson.

Friendly amendments offered and accepted (see the page after next for “*Approved* End Statements”; underlining added to indicate new text—actual End Statements, except for two words in the End Statements under *Performance Management*, do not have any underlines).

Verbal vote: Passed unanimously.

Submitted End Statements

These are ten end statements crafted by the Board Development Committee at a phone/face-to-face meeting of the Committee on June 26, 2008.

For purposes of this document and strategic planning at PCAE, an *end statement* is an expression that identifies desired goals/objectives/results.

Performance Management

- PCAE organizational performance will be based on achievement of pre-determined goals, outcomes and processes.
- PCAE individual performance will be based on organization-wide, standardized human resource practices with clearly articulated and identified expectations.

People

PCAE will be a culturally responsive organization that fosters trust, cooperation and collaboration, internally and externally.

Organizational Structure

PCAE will be a completely and thoroughly integrated organization in that all divisions work effectively and efficiently to deliver products and services to our stakeholders.

Communications & Marketing

PCAE will maximize public awareness of the agency and its mission throughout the state of Minnesota.

Programs & Services

PCAE will develop, implement and disseminate arts education programs and services that reflect best practices and meet the diverse needs of the students and teachers it serves throughout the state of Minnesota.

Finance

PCAE will remain financially sustainable by continuing to effectively use its State resources and securing sources of funding (e.g., grants, foundation and alumni support, donations and endowments).

Governance

- The PCAE Board will adhere to the Carver model of governance.
- The PCAE Board and administration will clarify and articulate their governance and administrative practices to all internal and external stakeholders.

Public Policy

PCAE will maintain strong relationships with the Minnesota legislature.

Approved End Statements

Approved by PCAE Board of Directors on July 7, 2008

For purposes of this document and strategic planning at PCAE, an *end statement* is an expression that identifies desired goals/objectives/results.

Performance Management

- PCAE organizational performance will be based on achievement of pre-determined goals, outcomes and processes.
- PCAE individual performance will be based on organization-wide, standardized human resource practices with clearly articulated and identified expectations.

People

PCAE will be a culturally responsive organization that fosters trust, cooperation and collaboration, internally and externally.

Organizational Structure

PCAE will be a completely and thoroughly integrated organization in that all divisions work effectively and efficiently to deliver products and services to our stakeholders.

Communications & Marketing

- PCAE will maximize public awareness of the agency and its mission throughout the state of Minnesota.
- PCAE will maintain strong relationships with ~~the Minnesota legislature~~ all stakeholders including governmental bodies. *(Note: this statement was moved from "Public Policy" to this "Communications & Marketing" heading.)*

Programs & Services

PCAE will develop, implement and disseminate arts education programs and services that reflect best practices and meet the diverse needs of the students and teachers it serves throughout the state of Minnesota.

Finance

PCAE will remain financially sustainable by continuing to effectively use its State resources and securing sources of funding (e.g., grants, foundation and alumni support, donations and endowments).

Governance

- The PCAE Board will adhere to the Carver model of governance.
- The PCAE Board and administration will clarify and articulate their governance and administrative practices to all internal and external stakeholders.

Public Policy

PCAE will influence public policy through research, advocacy and partnerships.

~~PCAE will maintain strong relationships with the Minnesota legislature.~~ *(Note: this statement was moved from this "Public Policy" heading to "Communications & Marketing.")*

For Information +/-or Action: Wrap-up session of Board-led Strategic Planning project by consultants Stephen Ward and Jane Nakken of Stephen Ward Associates.

Highlights of the session at the Board meeting:

- The End Statements are the high-level strategic goals set by the Board for the whole agency.
- The next steps to creating an agency-wide Strategic Plan are:
 - a. Identify appropriate measures for each of the 11 End Statements, i.e., how would one recognize that an End Statement has been partially or fully reached/accomplished?
 - b. Perpich directors and staff create specific tasks and activities to reach/accomplish each End Statement that relates to each director and staff person's area(s) of responsibility.
- At a regular interval—possibly one year—the End Statements may be revisited to ascertain how well they fit the Plan and whether language needs to be modified.
- Regular reporting to the Board on the status of implementing and following through the Perpich Strategic Plan is necessary for success of the Plan and process. The Executive Director will include a Strategic Plan update in his monthly report to the Board.
- Executive director N. Davis will contract with SWA to work with PCAE directors to get started with identifying measures to indicate degree of accomplishing each End Statement, and to create the specific tasks and activities that will reach/accomplish each End Statement.

8. Adjournment at 4:39 pm.

Motion by: A. Gallant to adjourn.

Seconded by: P. Johnson.

Verbal vote: passed unanimously.