

**Molokai Arts Center
Board Meeting Minutes-FINAL
Jan. 4, 2018
Molokai Arts Center**

Meeting Attendance:

XGreg Kahn XDaniel Bennett XBeth Johnson
XJoyce Haase XJosiah Ching XPaula Scott XBrandon Jones Executive Director
Guest(s):

Call to Order: The meeting was called to order by: Greg at 3:04 pm

Closed Session: none

Action Items

Approval of Dec. 2017 Minutes moved by: Dan Seconded by: Josiah
Carried unanimously

Approval of Jan 2018 Financial Report: moved by: Beth Seconded by: Paula
Motion to make amendments to correct by Joyce Second: Beth
Carried Unanimously

Information

Bylaws Revision (Tabled until March)

Members Show Final Report: Only sold one piece and no one knows why it is less than previous years. Paula: proposal to change dates:
Reception: Wed. Sept. 26th at MCHC 5-7:30 pm
Library dates: Sept. 19th-Oct. 3rd (W) 2018
Hand in artwork to be juried by Aug. 24th (Friday) at MAC
Work gets juried on Aug. 25-26th
Juried works gets photographed on Aug. 27th (Monday)
Ad date submission for Dispatch: Th Sept. 13th
Press release date for Dispatch: Friday, Sept. 14th
Take down all art from library: Wed. Oct. 10th
Paula will ask HC if they can offer a few memberships as prizes for the membership (2)
Send info of new dates out through newsletter (earlier in the year)

Plant 'N Pot Sale Final Report: did one third of the business than in the past. Weather and other events conflicted. Maybe change venue? Maybe at the corner here? Maybe Dec. 1st? Will revisit in a few months-especially when the date is known for Kilohana's sale. Incentive to buy: "Crack at the rack" incentive-for every \$10 spent, get to choose a free item from the rack.

Art Bar Update (Joyce): following flyer format for recent template that Brandon created. Board can now participate as we still have spots. Joyce is trying to talk April into doing Feb. Art Bar event. Notes: *Send one more reminder for Ava's Art Bar event. Lamps and clamps needed and another extension cord-we already have in supplies. Oilcloth coming in to cover tables with. Feb Art Bar s on Feb.6th. We will be calling this "Art Bar season". Oct-Feb are the months/season.

James Jack Update: Weds. April 25th is the museum opening for James Jack 5-8 pm. Wants one more 5-7 day time here. Japanese Foundation is paying for his airfare from Japan to HNL and is asking MAC for airfare to MKK. Dates here are: Feb 16-Mar 3rd. Ask Kim Markham for house and car or Emilia for the same.

Ava Fedorov Residency: Rick at MHS wants to see if she can come and do a classroom thing. Reception invites going out via Greg and Dan to invite staff and others. 4 events for Ava already booked. Sustainable Molokai is doing a Mo'omomi cleanup on the 13th. Will get Ava to go.

Kanoelani Davis Fiscal Sponsorship: The Paris fashion show: Kanoe has been invited to participate in this show!! Event is in Oct/Nov. Wants to do a Kickstarter or Go Fund me through MAC as a fiscal sponsorship. MAC will make 2% from the 15K she raises. MAC will donate back to Kanoe the percentage that we get. Will wait on her decision.

BOD Officer Slate (Secretary): Dan has found a board member who is willing to be the secretary. Stephanie Aquino wants to be board member and secretary. Note: send application to Greg.

BOD Donations (Aloha for Hawaii Charities) up to \$7,300.00.

For 2018 Aloha for Charities, maybe not do ads in the Dispatch and do ads on FB-BOD can fine tune and discuss details of this in Sept. Target dates need to be set up to kick off in Nov. with the Tuesday Giving day, etc. Greg will do the follow up with AHC with Brandon's exit.

ED transition: Brandon is officially no longer in charge of operations. Committed to helping with things he got started such as Ava, Larry Moore workshop, and HA program assistance. Will finish up the HDA reporting. Will submit McInerney grant. Will also assist the new ED training and organization. Will work on contract basis as a consultant for the misc tasks that we will still need. Note: *Need to create a new ED gmail account for Brandon to forward to. Dan and Greg both have great candidates. Need to run the ad first. Run ad for 2 weeks to appear in the 17th and 24th issue closing date will be Feb. 2 and MAC BOD will review CV/resume. Paula will run ad for 2 issues at 1/8th page. Think of questions for the interviews.

Soup 'R Bowl: Brandon will do table layout and service of food. Brandon is also hunting a dumpster. Brandon could also do tickets. Kanoe is doing Silent Auction and tables. April is doing decorations. April is also working on entertainment and the cellist. Ray Hiro's daughter. Dan also is talking to a gentleman that is the falsetto. 3 possible entertainers. Dan is hammering out the schedule. No dancers. Ticket prices are same as last year. Greg will coordinate tickets

sales. Do entertainment out front again (ask Doug). Doc Mott for sign. Doc Mott signs. "Celebrate Arts In the Community". Need MC. Suggestion to ask Brian Naole. Mark doing lighting. Sherman doing sound. April will order paper goods (bowls with lids and utensils). Dan will get food permit but needs menu before he does. Ads will need to go out 2 weeks worth 1/4 page. Joyce needs rolls and bread.

Financial Report: (Dan)

Note: Aaron needs the correct board email list to send financial reports to.

Treasurer's Report 1/4/18

Opening Balance (As per account, 12/1/17)	\$70,689.52
Deposits in December	\$15,638.09
Outstanding invoice MMS Molokai LIVE grant	\$4,491.25
Total December Income	\$20,129.34
Expenditures in December	
Salaries for executive director, studio manager, kupuna instructor, keiki class instructors, HA program director, volunteer coordinator	\$5,110.00
Rent and utilities	\$1,422.24
Art Bar Instructor	\$100.00
HA program facility use fee, honoraria	\$400.00
Plants for plant sale	\$200.00
Catering for Member show, Art Bar and Studio supplies	\$1,118.41
Total December Expenses	\$8,360.65
Estimated Adjusted Balance 1/4/18	\$82,458.21

Plant/Pot sale brought in \$1,100.00

President's Report: (Greg) Thank yous from Greg to everyone to fill in the gap for ED and other gaps.

Executive Director's Report: (Brandon)

Top secret: Brandon nominated Kanoë Davis for First People's Fund Community-which she won. Receiving \$7,200.00. They fund the ceremony. Details of award ceremony TBA. Do not post this on website.

Volunteer hours: 2017 has 3,668 volunteer hours to date.

Committee Reports

Communications Committee: website updates continue (still need program descriptions and budgets)

Need to have all info in one fell swoop to post on FB, website and calendar to make work flow more efficient (otherwise too much time is spent going back and forth). Brandon created an Art Bar template for us to go forth with.

Request from Joyce to describe marketing process for things like Art Bar. Flyers at hotel desk
Make dates bigger

HA Committee: need to be more in the loop on what is going on. Kanoe has a hard time getting solid commitments from teachers.

Need more photos of HA events

Follow up with Marc from Bishop Museum (to do a workshop)

Get folks from Oahu or Maui to come

Quarterly reports still needed

Josiah will be the conduit

Request to line up practitioners for Earth Day: connections Ed Misaki

Ad hoc Lease committee: no report

Capital Building committee: Dan and Beth met with RE agent. She agreed to represent us on the property. Owner does not have agent. Property is for sale by owner. Having trouble getting a hold of the son who is the son of the owner.

Unfinished Business

Art Book donation: need shelves still and really need to give them a date. April is meeting with Desee to get materials out of gallery space. Greg will tell them that March 1st ok to send.

Roof got onto the wood kiln. Beth has image to send.

New Business

-Larry Moore workshop: Joyce asked to send info to Ava and James Jack to share with their groups. Paula will run ad on Art Show website.

-MAC sponsorship for Damien exhibit

-Need to discuss membership issues at next meeting

-Joyce: in old business section of agenda list upcoming events.

-Dan: Mark Cartwright is coming back late Feb through most of March for pottery. Might give a talk on how he started entrepreneurship) or kiln building.

Next Board Meeting: Feb. 2nd at 3:00 pm

Adjourn: Moved by: Dan

Seconded by: all

Time: 5:48 pm