

**Molokai Arts Center**  
**Board of Directors Meeting**  
**Thursday, January 10, 2013**

Dan Bennett called the meeting to order at 9:12 am

In Attendance: Dan Bennett, Kathy Tachibana, Emillia Noordhoek

**Minutes** - Kathy moved to approve the minutes from the November 29, 2012 meeting, Emillia seconded. Motion carried.

**Financial** – Kim submitted an abbreviated treasury report via email as she was on Oahu and could not attend the meeting.

“The balance of cash at Bank of Hawaii was approximately \$9,000 as of December 31, 2012, however I am unable to produce the December financials until I receive copies of the December receipts and deposit details. The increase in cash from the last treasurer's report is due to the very successful plant and pot sale held in December 2012.

I have already paid the December bills and the January 2013 rent and will pay the January electric, gas and telephone bills shortly. At this time the semiannual and annual General Excise Tax returns and taxes are due. I will file them online upon completion of the December financials.

Financially, we are in a safe and conservative position at this time. Upon completion of the December financials, I believe we will have enough money to purchase another clay order of approximately \$4,000.

I have invoiced Alu Like for the 2 upcoming kupuna classes in January which will be taught by Yoellah.

I have not invoiced Akaula since the first week in December. Will they be resuming?”

Dan explained that Linda Mina is monitoring bank deposits and has been sending Kim back up documents for the deposits however she could not find backup for 2 deposits, one for \$230 and another for \$16. Once that information is found Kim will be able to complete the December report.

Dan also reported that Akaula will start January 22 and end around spring break. Kim can invoice for that time frame. Akaula classes will be held on Tuesdays and Thursdays from 1:30-3:00. Kathleen and Dan are teaching

Dan suggested waiting until March before ordering more clay. He will be providing an update on clay later in the meeting.

Friends Of Hawaii grant is due 1/31. Kim sent the paperwork to the board with a note asking that someone take the lead in applying this year. Emillia will write the grant. She will ask for \$5,000 to purchase kiln materials.

Emillia moved to accept abbreviated financial report from Kim with the understanding that the board will work with Linda to try to identify what happened with the deposits. Kathy seconded. Motion carried

**Construction/Equipment –**

Pugmill - Gladys is investigating how to mix the dry clay in the pugmill. She mixed a batch yesterday, combining it with recycled B-mix she let it sit overnight and will have a better idea how it works today.

Storage Container - Dan is asking Kathleen M. to be responsible for organizing the container once the mural is out.

Leaking Cabinet – The storage cabinet in the studio leaked during the recent heavy rains. The receipt book got wet but that was the only thing damaged. Steve was here for a visit and put plastic is over the top of the cabinet to prevent rain any more rain from coming in.

**Mural** - Should be out of container this month. We should have a dedication ceremony once it gets installed. Doc Mott is going to make the sign. He will donate his time and charge for material.

**MCC Ceramics Classes** - Will resume next semester. There is an interest in the classes. There is a group of MCC students that want to join the center and take their own class since a session is not being offered by the college. If they decide to follow through the board will need to determine who will teach the class and what day/time slot it will be held.

**Pot & Plant Sale** – Over \$3,000 was raised at the December 8 sale. Suggestions for next year included scheduling it earlier, involve mcc ag class (poinsettias). Do less quantity, more quality.

**Saturday Clay-os** – Back in session. Classes are now split in two sessions but not by age. Kathy and Bradford continue to teach. Kathy is looking for other artists to come in and teach classes intermittently to provide variety and other art forms. She is currently talking with Miyako Yamazaki to arrange a date and painting project and has also sent an email to Phyllis Murakami Siu asking if she would like to help out but she has not yet heard back from Phyllis. Emillia reported that the visiting artist, Gregory Miller, who will be here 2/23-3/2 expressed an interest in doing something with the kids so Kathy and Emillia will try to arrange a date/time that will work.

#### **New Business:**

**Soup R Bowl** Since Kim won't be here, Dan will chair soup r bowl. The fireman are making chili, Emillia will ask Kumu Farms to donate lettuce for salad. Roshani is going to make a vegetarian soup. Bradford may be able to make a tortilla soup. Dan will talk to Roy about having the restaurant make a soup (if Bradford doesn't do the tortilla soup) and cost to assemble salad, provide drinks and bread and serve the meal. Maricel told Dan Kualapuu Ranch will donate use of tent. She is ready to start selling tickets. Kathy will work with Kim to get the tickets designed and printed. Emillia made a motion to dedicate the Soup'r R Bowl to Annette Pauole in perpetuity. Kathy seconded, motion carried.

Information that needs to go on tickets: \$20/Pickup from 5 to 8/Coffees of Hawaii/Chili/Vege Soup/March 16/ Part of Hawaii Coffee Festival/dedicated to Annette Pauole.

Extra bowls will be sold at event.

There was some discussion about doing a silent auction or lucky number drawing. It was decided that Dan should check with Maria first to see if either of those things would fit and be allowed since the event is now part of the Coffee Festival.

**Connie Keiner** - Visting artist will be here January 22 – February 4. She will teach a class on maiolica ceramics while she is here and will do presentation for community at MCC on Friday, January 25 at 5 pm.

**Greg Miller** – Visiting artist will be here 2/22 to 3/3 He will conduct a 2 day throwing and slip workshop tentatively 2/23-24, A salt kiln building class for 4-5 people on 2/26-28 and fire the salt kiln March 1-2. The throwing workshop will be open to everyone and a \$30 fee will be charged. MAC members will be selected to participate in the salt kiln building based on their participation in other center activities and interest in this type of ceramics. Emillia will be in charge of coordinating his visit and sign up for the classes.

Emillia is hosting a welcome potluck at her house on the 23<sup>rd</sup>. She would also like to encourage other members to host them while they are here since they aren't getting paid to teach the workshops.

**Strategic Plan** – Kathy will contact Audrey and try to arrange a date in April for the planning session.

**Board Officers**–Dan agreed to continue as the president for the next couple months until we recruit more board members and things settle down a little. Kathy agreed to take the position of Secretary and Emillia will assume the duties of the Treasurer with assistance from Kim. Bradford Duval's application was accepted to become a member at large and the Vice President position will be left open until a suitable replacement for Steve can be found.

**Storage of personal supplies and materials** – There is a need for a written policy regarding storing personal supplies at the Arts Center. Steve had started to write something up so Kathy will email him to ask for a copy of that document and work with that to write up a policy which she will submit to the board for approval before making available to themembership.

**Allowing Teenagers To Attend Adult Classes.** Emillia made a motion that any deviation in age requirements for students in organized classes be left up to discretion of the instructor however, if teenagers are allowed to attend classes they will be charged the full fee for enrollment but, they will not be able to take advantage of open studio time. Kathy seconded, the motion carried.

**Shop Vac** – Studio manager requested a shop vac to clean kiln and studio. Dan gave okay as it was under the limit set that required board approval. Kathleen Mendes will make the purchase.

**Mural** - Susan requested a letter from the board stating that the mural she created is valued at \$20-\$25k. Em will draft a letter on MAC stationary for Dan to sign and send to Sue.

**Post Office Box** – Mail is currently going to Kim and since she is out of town indefinitely it was decide that Dan will open a box at the Kualapuu Post Office if there are any available.

**Yoellah Painting Class Proposal** – Dan reported that Yoellah is not in a rush to start the class so this discussion was postponed until the next meeting.

Emillia moved to adjourn the meeting at 10:30 Kathy seconded, motion carried.

Next Meeting: Monday, February 25, 9:00am at Molokai Arts Center.