

4/19/12

## MAC Board Meeting Notes

Call to order 9:17 am

Board: Kathy Tachibana, Kim Markham, Dan Bennett

Other: Dawn Simpson, Linda Mina, Emilia Nordhoek

Minutes - Kim moved to accept minutes as corrected from March meeting, Kathy seconded. –Motion carried.

### **Financial Report – Kim**

- Balance Sheet - Outstanding Bills are all being paid. There is \$728 in the bank. We will have to pay for the gas installation. There are also a couple receipts that Steve and Kim still have that they will need to be reimbursed for. Monthly dues and class fees will pay for basic expenses, but not additional expenses such as clay, and the gas installation so we will need to be looking for more grants to supplement.
- Accounts Receivable - Reviewed list of people that haven't paid. Expecting \$150 more to come in for April. If we continue with same amount of people signed up and everyone continues to pay we are bringing in a little over \$900 a month which is about the same as the overhead.
- Assets – Reviewed assets which total about \$55,000

### Profit and Loss Statement

- Reviewed Profit and Loss Statement –

### **Grant Information**

Waiting to hear from:

- Friends of Hawaii Charities - Applied for \$5000 grant
- Monsanto – Applied for \$3500 to purchase pug mill (we already have some funds for the purchase and this was the remaining amount we need)
- BOH – Applied for \$5000 for operating expenses and supplies and \$20,000 for a staff position (\$16k for salary and \$4k for leasing services).
- Laura Jane Musser – Applied for \$5,000

Upcoming grants:

- Alexander and Baldwin sending out next month still working on it.
- Atherton
- Friendly Isle United Fund due end of May

- Young Brothers

**Kiln Firing** - Dan noted that Kathy Mendes and Marilyn Melvin have taken on the job of firing the kiln regularly and thanked them.

**Saturday Kids Classes** – Koki was teaching and had to take a break. Joyce Haase took over temporarily. She is currently teaching but not planning to continue. We need to develop a more structured class. Emillia is going to look at the project and try to develop a curriculum. Kathy will attend the next class on 4/28 to see if she might be able to help in some way. There is a lot of unfinished projects on the shelf that belong to the kids. Need to figure out which ones are still coming and get those projects glazed. Class schedule is 4 to 12 year olds from 10am-11am and 12 and over from 11 am to noon.

#### **Construction Report –Dan**

- Electric is done
- Gas kiln plumbed – gas co installing tank tomorrow.
- New picnic table donated by COH
- Steve has completed all kinds of misc. work and supplied a list of those items. Dan went over a list of additional items that he will be working on next.

#### **Workshops –**

- Ron and Sue Evans – Ron will be teaching crystal glazing. To prep for that students need to throw some decorative pieces with B-mix to glaze and, throw “sombbrero” piece to put them on during the glazing process as the glaze is going to run. Sue is going to work on the mural and needs photos of the building so she can draft a design. Once Sue comes up with the preliminary design Emillia will get feed back from Kalae Tangonan and hopefully involve her in the project. Emillia is involved with a project at the high school and will encourage the students she is working with to help with the arts center project. Coffees of Hawaii has okayed the project and we do not need any permits since it doesn’t face the highway.
- Marsha Takacs and Jill Trovillion are high school art teachers from California and New York they will teach pottery for kids and also adults who wish to participate, during the summer.

#### **Volunteers -**

- Studio volunteers not showing up is becoming a problem. Kim has just told the person who was supposed to be relieved to close down the studio or she has been filling in. Hoping that this will resolve itself as more people join the Arts Center but if not we may have to consider closing on the open studio days.
- Background checks cost \$40 each. We don’t have funds to conduct checks on all of the volunteers but as soon as funds are available we will at a minimum run checks on the volunteers that are working with youth.

**Akaula** - Classes have started and are ongoing. They've paid for first cycle. So far everything is running smoothly. Dan Bennett and Kathy Mendes are co-teaching.

**Hawaiian Language Class** – Manuwai is still talking about doing something but hasn't figured out his fee schedule or when he can start yet.

**Board Members** - April Torres resigned as a board member. Kim will send a thank you note to her for all of her help getting MAC up and running.

Dawn and Emillia were suggested as possible replacements.. Emmillia volunteered to steer some committees but did not want to commit to be on the board at this time. Dawn said she was willing to serve. Kim moved to nominate Dawn to Board of Directors. Kathy Seconded. All approved. Dawn will be the secretary starting at the next meeting.

### **Classes and Workshops -**

- Glass bead workshop was held on Tuesday but only had one student. She wants to change the time to 2:30 – 4:30.
- Rae is teaching a one time special class this Saturday in youth jewelry making.
- Kupuna class went well.

### **Fundraising**

- Need to start thinking of ideas for the next fundraiser- Several fundraising ideas were tossed around. Emillia will follow up on one of them which is to contact Peggy Hopper about possibly assisting with a small size/big \$ fundraiser. Possibly a raku workshop in August?
- Everyone will continue to try to come up with creative fundraising ideas.

### **Other**

- Emillia has a friend Gregory Hamilton Miller that will be visiting in Feb 2013. He would like to have an exchange with a group of artists here to come to Denmark. She has asked him to write a proposal. We need to think about charging people for the workshops. Kim asked her to get dates so she can reserve the cottage.
- Jennifer Owen teaches at Maui College and would come for a day to do a workshop for \$600 plus airfare.
- Emilia is going to start asking other artists for proposals to come. Dan has talked to Wally about coming back and also having some of his friends come. If we get well known potters to do workshops here, we can get people from around the islands to come to the workshops.
- Maui OED – Cheryl Sterling who was here representing the County at the grand opening asked for a wish list of what we want. Kim is going to email her a proposal for what we need. She suggested that we put small ticket items on the list. Pottery wheel, slab roller, raku kiln, etc.

**Tech report – Kathy**- Newsletter was sent out. Received positive feedback. Next newsletter will be black and white. Would like to put articles on all of the classes. Web site is updated.

**Landscaping**-Need to bury the time capsule, moving lime tree to the side to protect it from the wind. The lady who does landscaping will plant from gate to end of fence if we clean it up.

**Wally's Pieces** –Wally left a couple of unglazed pieces so we talked about the possibility of having a member's bbq when the gas kiln is ready to be opened the first time and auction off the undesignated pieces that he left as a mini fundraiser. We need to check with Arlenka and Marilyn to find out if there are any pieces that could be used for that purpose.

**Next meeting-Thursday, May 17 at 9:00 a.m.**

**Meeting adjourned 11:00**