

Molokai Arts Center  
Board Meeting Minutes  
June 13, 2016

Call to Order: The meeting was called to order by Greg at 4:05 pm at the MAC studio.

Attendees: Greg Kahn, President  
Dan Bennett, Treasurer  
Elizabeth Johnson, Board member  
Bob Underwood, Board member  
Joyce Haase, Board member  
Josiah Ching, Board member  
Paula Scott - guest

Executive Session: None

#### Action Items

- Approval of May 13, 2016 Board minutes - Moved by Dan and seconded by Bob. Carried unanimously
- Approval of donated gas cards going to Brandon - Moved by Josiah and seconded by Dan. Carried unanimously

#### Information

- Discussion about adding new board members to liability insurance.
- Discussion about Art Bar name change, name will be changed by board only.
- Discussion about Employee paychecks.
  - Questions:
    - Should MAC stop using Altres and use Quickbooks instead?
    - What does Altres cost? (Check with Jonathon)
    - Who will volunteer to use Quickbooks and issue paychecks?

#### Financial Report:

Current MAC account balance is between \$54,000 and \$55,000.

- Approval of June 13, 2016 Financial Report - Moved by Beth and seconded by Joyce. Carried unanimously
- Discussion: Question – What is the monthly MAC overhead? (\$4000 per month inclusive)

President's Report:

- Centralization of MAC information paramount (Brandon lead)
- Relationship between MAC Board and ED clarification (board is not responsible for running day to day)
- Lease renewal –ad hoc committee with Dan, Greg, and Brandon to pursue new location for MAC. (current lease expires in March, 2017) Dan recommends contacting Pua at Coffees to discuss the lease renewal.
- Strategic Plan – key issues: grow leadership, clarity/agreement on direction, review/update funding strategies, organizational priorities.  
Agreement to set up a separate meeting to work on Strategic Plan.

Executive Director's Report: Full report is on file.

Meeting Notes on ED's Report (see report, page 2)

1. Program

a.

b. What happens when Lucy leaves? Core group will sustain it. Draped models.

c. see handout. 1<sup>st</sup> pilot class will be offered in September, 2016.

d. suggested time for class, December 2016

e.

Financial

a.

b. application for 2016-2017 was submitted.

c. Brandon will meet with Emillia to talk about budget issues. Question: who prepares a budget for MAC? Suggestion: Brandon should draft 2016 budget. Discussion about possible cost items, programs. Suggestion: Hold Hawaiian workshops at cultural sites.

ED Report

a. Brandon met with Jonathon and discussed accounting cost-cutting. Discussed capital campaign (purchasing a site for MAC).

b.

c. working on dropbox, request to inform board members about dropbox.

d.

e.

f. Setup notification of member renewal, mailed remaining new member cards. Need to create volunteer list.

Facility

a.

Committee Reports: None

Unfinished Business:

Dan/Josiah- Volunteers are improving the studio, posting calendar and schedule, container welding too expensive, Kathy T installed tarp over container.

Question: How extensive is container damage? (Welder said not worth repairing. Quote was \$500 labor to build a roof cover. Josiah offers to have relative to do the repairs.)

Items in studio have been labeled. Showroom cleared out, signs will be posted to sell pottery.

Suggestion: Use showroom to sell member/community pieces.

April is going on maternity leave and will be gone Nov./Dec. Kanoe, (Americorp) will fill in.

Approval of paying Kanoe, moved by Dan, seconded by Josiah. Carried unanimously

Suggestion: MAC should purchase laminated yearly calendar.

New Business:

Paula has a possible grant opportunity with dance troupe. Keshet

Suggestion: Ask Paula Scott to join the MAC board.

Next Board Meeting: Tuesday, August 2, 2016 at 4pm.

Adjourn: Moved by Dan and seconded by Beth to adjourn the meeting. Carried unanimously. Meeting adjourned at 5:47pm.

Submitted by

Bob Underwood, secretary, VSOP