

**Molokai Arts Center  
Board Meeting Minutes  
December 2018  
FINAL**

Date: December 10, 2018

**Meeting Attendance:**

[X] Greg Kahn [X] Daniel Bennett [X] Beth Johnson [X] Stephanie Aquino  
[X] Joyce Haase [ ] Josiah Ching [X] Paula Scott [X] Alice Kaahanui, Executive Director

**Guest(s):**

**Call to Order:** The meeting was called to order by: Greg at 4:36 PM

**Closed Session:** None

**Action Items:**

- Motion to Approve November Minutes - Motion moved, seconded, and carried unanimously
- Motion to approve Finance Report - Motion moved, seconded, and carried unanimously
- Motion to approve Stipend for Alison Beste - \$150.00 - Motion moved, seconded, and carried unanimously

**Financial Report:** (Dan)

Treasurer's Report	12/9/2018
Opening Balance (As per estimated, 11/13/2018)	\$60,494.48
Deposits in November	\$5,040.84
Accounts Receivable - MMS UPLINK fiscal Scholarship	\$850.00
Expenditures in November	
Salaries for Studio Manager, ED, Kupuna Instr., Keiki Instr., Volunteer Coord.	\$3,665.00
Rent and Utilities	\$1,113.52
Liability Insurance	\$734.00
Fiscal Sponsorship (MMS Uplink Grant)	\$762.62
Art Bar Honorarium	\$100.00
Sketching Workshop Supplies	\$66.15
Stained Glass class supplies	\$1,181.69
Office/Studio, Member Show, Art Bar, Supplies (2 months)	<u>\$1,609.76</u>
Total November Expenses	\$9,232.74
, Estimated Adjusted Balance 12/9/2018	\$56,302.58

**Additional Items:**

- Artist In Residence: Alison Beste will be here the 20th thru the 24th.
- Membership Campaign - Letters to past members have not been sent yet - they will be sent out by next board

meeting.

- Plant 'N Pot Sale brought in about \$1000.00 - \$100.00 in donations and 3 new memberships. We had good turnout for the weather. Next time we need a credit card machine. We also need to keep demographics for future events.
- Aloha for Hawaii Charities is due January 15th.
- BOD Member and Officer Succession
  - Lynn Donaldson will join us at the next meeting.
  - Paula will contact Josiah on his interest/intent,
  - Paula will continue
  - Officers willing to continue
  - Slate set for 2019
- Art Bar Report - We are maxed at 15 people. Next year we need better light. April is set for January 8th class.

### **President's Report:**

- Jamie Allen will be the next Residence Proposal coming in - April earliest
- Next up - Compliance Standards - 501 3C
- Goals & Tasks for Board Members

### **Executive Director's Report:**

- Grants
  - No donations yet to Aloha for Charities
  - Rosie signed contract last week - working on budgets for Rosie to apply
  - McInerny \$20,000
  - Friends of Hawaii Due Jan. 31st
- Paypal Giving Tuesday collected \$411.
- Plant 'n pot sale
  - Paypal reader for next year
  - Also suggested that we do several afternoons in a week instead of all day Saturday.
- Soup R Bowl
  - Date posted on website
  - Alice working of salad greens and tea
  - Alice looking into health permit
  - Suggestion was made for tea cups or mugs, too late for this year
  - Design and print tickets ASAP
  - Start collecting auction items
- Following Rita Sabler - Kalaupapa photos on Facebook
- Dec 16th Parol Workshop - Alice will pick up keys. Joyce said we will need cleaning supplies and paper to cover tables.
- January 18th Kim McDonough with MIM Program - Kimberly Hope wants to do workshop at Kaunakakai School on Fri. 1/18
- Upcoming in January - Art Bar and Stained Glass

### **Committee Reports:**

Communications Committee:

- Molokaiartcenter.org is almost complete - once it is good the Molokaiartcenter.com will be down and forwarded to the .org
- Newsletter will be out by Dec. 15th - she needs info from Newsletter
- Jeffrey Jumper has been paid - Kathy T has 20-30 hours in work
- Think about 2019 MAC calendar. Alice will create an album

- Birthday funds for Paula should be coming soon.

HA Committee:

- Need to re-up the committee by next meeting. By next meeting we will have some names. Alice will have a conversation with Kanoë if she wants to continue. If she does, she will need to start the new committee.

Ad Hoc Lease Committee:

- NONE

Ad Hoc Capital Building Campaign Committee:

- Charlie is waiting for a proposal from us before he goes to Gene. The committee will look at the possibilities.

**Unfinished Business:**

- NONE

**New Business:**

- Alice is working on Soup R' Bowl - We will need 1 employee with a Health Permit at the event. She is checking with Jamie.
- December 16th Parol Workshop in Kaunakakai Elementary School Cafeteria
- Alice will be contacting Levinia about the upcoming mushroom workshop

**Next Board Meeting:** Monday, January 14th, 4:30 PM

**Adjourn:** Moved and Seconded      Time: 7:03 PM

**Submitted by:** Paula Scott and Stephanie Aquino