

**Molokai Art Center  
Board Meeting Minutes  
August 2019  
FINAL**

Date: August 13, 2019

**Meeting Attendance:**

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

**Guest(s):** None

**Call To Order:** The meeting was called to order by: Greg at 3:33 PM

**Closed Session:** No

**Action Items:**

- Motion to approve the July Minutes - Motion moved, seconded, and carried unanimously
- Motion to approve Finance Report - Motion moved, seconded, and carried unanimously
- Motion to approve HANO Annual Membership - Motion moved, seconded, and carried unanimously

**Financial Report:** (Report from Dan)

Treasurer's Report

Opening Balance (As per estimated, 6/30/2019)	\$75,231.39
Deposits in July	\$5,220.42
Accounts Receivable - MMS Fiscal Sponsorship	
Expenditures in July	
Salaries for Studio Mgr, ED, Kupuna Instr., Keiki Inst., Asst.ED	\$4,631.25
Rent and Utilities	\$1,734.56
Accounting - April	\$546.87
2018 Federal Taxes	\$671.88
Soup R Bowl, FOH Grant Travel	\$3483.07
Studio, office, admin, clay, supplies, HA airfare, AIR program, Soup R Bowl, FOH grant travel	<u>\$3,483.07</u>
Total July Expenses	\$11,067.63
Estimated Adjusted Balance 8/9/2019	\$69,384.18

### **Additional Items:**

- ED Annual Evaluation - tabled until next month. Please send Joyce notes from our meeting.
- Grants
  - We have learned that we must have Hawaii Compliance Express clearance within 3 months of applying for any county or state grants. This is a clearance with 4 agencies. We now have clearance and should be good until July. The hold up was that Aaron had filed our State 2018 taxes late. We would like to ask Aaron why they were filed late.
  - Office of Economic Development, we are ok for 2018, but missed 2019.
  - HTA - We missed it, but can apply next year.
  - OHA - \$10k is due in September. Alice would like to find a way to use it for our 10 year anniversary/Soup R Bowl
  - Friends of Hawaii - September
  - Joseph and Vera Long - We will find out after August 28th if we can apply
- Policy Folder
  - Paula found 5 of our 6 policies. Alice is going to format all to match and put them together. She will have this wrapped up this month. We will have 1 copy at MAC and 1 copy online.
- HANO
  - We are set and registered for this coming Saturday - 9-1 at MCHC in the Banyan Room.
- Members Show
  - August 12-23rd at 5PM is art submissions, Aug. 24th they will be juried by Jamie Allen, Sept. 25th Opening Reception at MCHC, Sept 26-Oct. 9 is the exhibition at Molokai Public Library, Oct. 9th the artwork will be available for pick up.
  - Greg will follow up with our anonymous donor to make sure that the Award is aligned with the other awards or to find out if they would like to cover all awards this year.
  - The Emerging Artist definition for this event is: “An Emerging Artist is one who is in a stage of their career where they are developing a track record of creating and presenting full work, but have not developed a solid reputation.”
- Secretary Recruitment
  - Stephanie still does not have a set date for her departure. She will continue to join us as long as possible.
  - Joyce will consider the VP/Secretary position.
- Plant ‘N Pot Sale
  - We would like to have the event on 11/23 this year. This will help with schedule issues.
  - We discussed the idea of having children do ceramic ornament glazing at another event and then have them available for pick up at our sale to help encourage attendance.

- We also discussed the idea of doing the event in the Spring (April) as well and then decide which time of year is more successful.
- Artist In Residence:
  - Lynn Schuette - 4th AIR in 2019
    - Lynn is looking to come late fall or early winter, based on housing availability.
    - Lynn will interview for our Grant Writer position when she is here.
    - Once we have the dates, Joyce will reach out to Lynn to see if she would be interested in doing an Art Bar while she is on the island.
- Art Bar
  - Same program, new season. 1st Tuesday of every month, October through February at Molokai Hotel.
    - Oct 1, Nov 5, Dec 3, Jan 7, Feb 4
  - Joyce will be securing with Raymond and the artists
  - We will continue with the \$100 honorarium
  - Joyce will work on training up Kanoë Dudoit or someone else
  - Joyce will look into buying dimmable lights that will be permanent in the restaurant area that we use.

**President's Report:** None

**Executive Director's Report:**

- FIUF, we were awarded \$1500. Bob will be placing an order this Thursday
- Kualapuu's after school program is starting this Thursday from 3 PM to 5 PM. April will be handling Thursdays and Misty will be doing Fridays. Stephanie may consider being a back up instructor depending on the date needed.
- Claire Seastone will be here for a 2 day ceramics workshop on the 23rd and 24th from 1-6. Depending on attendance, we would like to give her an honorarium of \$100 - \$150 a day.

**Committee Reports:**

Communications Committee: Paula absent, table for next month

HA Committee:

- Kalo workshop was canceled due to weather
- Alice had a conversation with Kanoë Davis and Olelo in regards to the MOA and explained that Kanoë does not represent MAC and it must be signed by a Board Member.
- Program director has resigned. We are waiting for a formal resignation.
- We will discuss the continuation of the HA program at the next meeting.

Ad Hoc Capital Building Campaign Committee: Nothing at this time

**Unfinished Business:**

- Thank you letters to Carol and Mykal. Alice has received the item list, but does not have addresses. She will find new addresses or send by email or by regular mail in hopes that they will be forwarded. This will be done my next month.
- Gift to Mary at the Church for allowing us to use her facility. Alice will be picking out an item from our gallery and will wrap this up by next meeting.
- Kanoe Davis Evaluation - Tabled for now

**New Business:**

- Performing Arts Program - Joyce would like to start by designing a program and then fill in the pieces.
  - There are two pieces she would like to see - a program for students and a program for educators.
  - We would have a 4 event Series in the 2019/2020 School Year
  - It would be geared for local residents, but will also take place during the winter for the snowbirds to attend
  - She has 3 of the 4 in the series ready to pursue
    - Honolulu Theatre for Youth - We sponsor 1 more night and have it open to the public
    - Performance of The Legend of Ko'olau - the 1 man show
    - Moses Goods, Paniolo - Songs thru story line
  - Alice also has an interest in the Performing Arts and will assist Joyce in getting this going.

**Next Board Meeting:** Tuesday, September 10th at 3:30 PM

**Adjourn:** Moved and Seconded      Time: 5:52 PM

**Submitted Respectfully By:** Stephanie Aquino