

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

Date: June 11, 2019

Meeting Attendance:

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

Guest(s): None

Call to Order: The meeting was called to order by: Greg at 3:03 PM

Closed Session: Yes

Action Items:

- Motion to approve May Minutes - Motion moved, seconded, and carried unanimously
- Motion to approve Finance Report - Motion moved, seconded, and carried unanimously
- Motion to approve and pay board insurance - Motion moved, seconded, and carried unanimously

Financial Report: (Dan)

Treasurer's Report

Opening Balance (As per estimated, 5/1/2019)	\$73,063.94
Deposits in May	\$16,106.03
Accounts Receivable - MMS Fiscal Sponsorship	\$3,475.00
Expenditures in May	
Salaries for Studio Manager, ED, Kupuna Instr., Keiki Inst., Asst.ED	\$4,555.50
Rent and Utilities	\$880.42
Accounting - Feb.	\$549.74
HA Honorariums	\$500.00
Galliard String Quartet (travel van expense)	\$200.00
HA program, studio & office supplies, adv.	\$353.12
Total May Expenses	\$7,038.78
Estimated Adjusted Balance 6/8/2019	\$82,131.19

Additional Items:

- ED Annual Evaluation - tabled
- Large pot for Soup R Bowl was purchased
- In the future board members missing from the meeting may be able to facetime with the team.
- Members Show
 - Jamie will be back to Jury our Members Show.
 - A press report will go out for our members show.
- Grants
 - FIUF is done
 - Alice is working on County and HTA that is due in August
 - We recieved Friends of Hawaii
 - Monsanto, now Bayer, is coming up and we decided that we not want to pursue
- Membership Campaign
 - Letters and cards sent out on Saturday. We need to confirm with Alice on what exactly was sent.
- Policy Folder
 - We will have 1 digital copy and 1 hard copy on site. We need to follow up with Alice on where she is at with this.
- HANO - Jennifer Creed with be doing the training with us, MCHC, and a few other organizations on Molokai on August 17th. The training will be at MCHC from 9-1 on the training day and will include lunch. The cost for us is \$10 -\$15 per board member, MCHC will pay for our cost.
- Stained Glass
 - Lynn gave us an update on the Kimball project
 - We are opening up our studio on Thursdays from 1-3 for stained glass open studio time. The cost will be \$10/person.
- Financial Audit
 - New audit managers from Chaminade will be coming out on 2 trips to Molokai to meet with April and Alice.
 - The audit team will also be coming for our Soup R Bowl event as well.
- Artist In Residence:
 - Jamie Allen
 - Jamie had a great time on island and experienced just about all Molokai has to offer. She would be a great ambassador for the AIR program.
 - We will pay Mary for the utilities on the church
 - Lynnette Beers
 - Lynnette arrives on Thursday, June 13th and will be here until the 30th.
 - Lynnette will have her community event at the library on Wed. June 26th at 5:30. It will be a “Get to know the artist, book reading, and book signing event”.
 - The board will host Lynnette to dinner after the library event on Wednesday.

- Lynnette will have 2 writers workshops while she is here on the 25th and 27th. One will be a Memoir workshop and the other will discuss how to be published.
 - She will use Dan's vehicle starting Saturday and will be staying on the east end.
 - Next up is possibly Lynn Schuette . She is also interested in Grant Writing.
- Art Bar
 - Joyce will be setting up Art Bar season in August.
 - The season will have 5 events on Tuesdays, once a month. The season will run from Oct - Feb. Please let her know if you have any art instructors that may be interested.

President's Report:

- Thanks

Executive Director's Report:

- Updates included above

Committee Reports:

Communications Committee:

- Web migration is complete and will redirect you to the new site if you go to the old.
- Lynn's bio is up on the website.
- Paula needs info for our HA programs in a more timely manner. It needs to be posted on our website for our members 1st. The protocol for our communications on events should be Newsletter and Website 1st, then FB and other press releases. Our events are announced by MCHC before we even have the information.
- Paula is waiting on Program Descriptions - those people know who they are.

HA Committee:

- iPono workshop is set for June 12th
- Lei Hulu is set for June 28th
- Both workshops above are in partnership with MCHC
- We still need information in the correct order. The protocol is posting on the Newsletter and Website first, then Facebook and other Press releases.

Ad Hoc Capital Building Campaign Committee:

- 11 acres at junction that the police department will be purchasing and developing in the next few years.
 - Greg will reach out to Keani
 - Alice will be talking to the Captain.

Unfinished Business:

- Paula will email the Insurance Policy to all board members - we need to review and we will discuss at the next board meeting.
- Discussion of HA program - we will review the HA contract at next board meeting.
- Alu Like update - program is full at this time, but it is a year around program. If Kalani is interested, Stephanie will call Cami back in August.
- Claire Seastone housing - we can only provide housing for 1 at this time. In the future we may be able to accommodate additional guests. Stephanie will let her know.

New Business:

- UHMC will be having a retreat at MAC at \$100 per person. It will be a Private Art Bar.
- Mikel Berry will be making a donation and will bring by tomorrow.
- We also have a donation coming from Carol Holloman.
- Alice will be sending thank yous.

Next Board Meeting: Tuesday, July 2nd at 3:00 PM

Adjourn: Moved and Seconded Time: 4:56 PM

Submitted by: Stephanie Aquino