

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

Date: September 10, 2019

Meeting Attendance:

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

Guest(s): None

Call To Order: The meeting was called to order by: Greg at 3:35 PM

Closed Session: Yes

Action Items:

- Motion to approve the September Minutes - Motion moved, seconded, and carried unanimously
- Motion to approve Finance Report - Motion moved, seconded, and carried unanimously

Financial Report: (Report from Dan)

Dan recommended that we add verbiage to our contracts (and have the vendor/employee initial): Must provide invoice to MAC by the 15th of the following month to be paid. If MAC does not receive an invoice those funds will be considered a donation to the Molokai Art Center.

Treasurer's Report

Opening Balance (As per estimated, July 2019)	\$69,778.95
Deposits in August	\$26,286.84
25,000.00 from an anonymous donor	
Expenditures in August	
Salaries for Studio Mgr, ED, Kupuna Instr., Keiki Inst., Asst.ED	\$3,976.25
Rent and Utilities	\$1,263.33
HA Lei Hulu Workshop	\$800.00
Artist in Residence - Lynnette Beers	\$796.16
Hano Board Training	\$50.00

Claire Seastone Workshop - Travel and Supplies	\$402.02
Studio, office, admin, supplies	<u>\$207.04</u>
Total August Expenses	\$7,242.40
Estimated Adjusted Balance 9/8/2019	\$88,570.26

Additional Items:

- ED Annual Evaluation - tabled until next month.
- Grants
 - We applied for McInerny, but haven't heard back.
 - Alice is working on OHA - \$10k is due in September.
 - Friends of Hawaii due in September
 - Joseph and Vera Long - We applied, but didn't hear back.
 - Atherton is due Oct. 1st - Alice is working on it.
 - Alice will update the grant spreadsheet and email the board members the update.
- Policy Folder
 - We will have 1 copy at MAC and 1 copy online.
 - We have the following Policies:
 - Financial Policy
 - Volunteer Policy
 - Enrollment in classes, workshops, and events Policy - We have, but no verbiage
 - Selling Policy
 - Nepotism Policy
 - Supplies Policy
 - Greg will work on our WhistleBlowers Policy
 - Conflict of Interest is in our bylaws
- HANO
 - We all agreed that it was a great training and we all walked away feeling we learned something new. We are very appreciative of Greg for setting it up for us and for MCHC in hosting the event.
- Members Show
 - 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.
 - We have 33 pieces juried in - no college entries - several Hawaiian Immersion/Keiki entries
 - The private donor will fund the Kapuna award at \$100.00. Emerging artist is also set at \$100.00
 - Hawaii Craftsman is giving either 2 or 3 annual memberships as awards
 - Keiki will have certificates and medals again
 - Board members will be able to display 3 items
- Secretary Recruitment

- Stephanie will be moving the 2nd week of October. October will be her last meeting.
- We are asking board members to try to think of any possible new board members that they could refer.
- We will be posting in the next newsletter.
- Plant 'N Pot Sale
 - We will be having the event on November 23rd The event will include a holiday workshop making holiday cards.
 - We would like to ask Norm to play music again and pay him \$100.
 - John Wordin was suggested, Alice will be following up.
- Artist In Residence:
 - Lynn Schuette will likely be coming in January or February. She will also participate in Art Bar.
 - We may have a Chicago multi media artist apply
 - Possible other AIR application, Intoxika
- Art Bar
 - We received the plan from Joyce.
 - Joyce is working with staff on Materials
 - Joyce will work with staff on training so that she can step back

President's Report: None

Executive Director's Report:

- Claire's workshop was full and was a success. Many participants had commented on how much they enjoyed it.
- Our Art Center is very busy with activities right now - just to name some:
 - Kapuna Ceramics and Painting
 - Keiki Saturday classes - 2 classes with 2-7 students each
 - Intermediate Ceramics - 3 days a week
 - 21st Century - Kualapu'u - 15 kids plus a wait list
 - Hawaiian Immersion - 15 middle school students
 - Middle School has a Dolphin group that includes 5
 - College class is Wed and Fri 12-2:30
- Calendar is up to date
- Kualapuu School Ohana Day is coming up on October 19th and we will have a booth
- MCHC wants a partnership/contract for art and wellness activities. Alice will ask Olelo and Natalie to attend our next meeting to discuss this possibility.
- Patrick Ching will be here in October. He will do a talk story at the library and an art bar. He will also be doing a Family Art Day. He will be staying at Paula's. We will have dinner with him on Thursday.
- Brook Parker - Will be doing a Library talk story about Hawaiian Lineage and his artwork associated with it. His scroll will be on display as well.

- Will and Kate Jacobson are set to come for a Naked Raku workshop November 2nd and 3rd. They will be housed at the church and have Dan's car.

Committee Reports:

Communications Committee:

- August FB reach was good
- Paula is working on Instagram
- Paula needs award info for the Members Show to post on the website blog

HA Committee:

- We will be working on re-inventing the Hawaiian Arts Program.
- It cannot be HA because of rights owned by others.
- We need to start thinking of a new name to brand it and possible Cultural Advisors for the program.

Ad Hoc Capital Building Campaign Committee:

- Talked with Tancayo on property
- Greg talked with Keani - the 11 acre junction will likely be at least a year out - it will be share cost.

Unfinished Business:

- Thank you letters to Carol and Mykal. Alice has not got to these yet. She will work on sending to last known address and reach out to Emilia for Mykal's.
- Gift to Mary at the Church for allowing us to use her facility. Alice asked Paula to choose something for her.
- ED Evaluation Tabled again.

New Business:

- Dewitt Jones will be donating a piece for soup r bowl auction.
- Alice is going to reach out to Lynette Sheppard to gauge her interest in doing an iphone photography class.
- Hawaii Craftsman might do intake here on Molokai next year for the jurying process of the annual exhibit.

Next Board Meeting: Tuesday, October 8th at 2:30 PM

Adjourn: Moved and Seconded Time: 5:44 PM

Submitted Respectfully By: Stephanie Aquino