

**Molokai Arts Center  
Board Meeting Minutes FINAL  
Date: Feb. 10th, 2020  
Molokai Arts Center**

**Meeting Attendance:**

XGreg Kahn      XDaniel Bennett    XBeth Johnson    XEd Epperson  
Joyce Haase      XLynn Donaldson    XPaula Scott      XExecutive Director

**Call to Order:** The meeting was called to order by Greg at: 3:08 pm

**Guests:** Aaron Williamson, Accountant/CPA: not present Board members are asked to generate a list of questions for when he does come 1) timeliness-need reports by the end of the month. If he cannot deliver this, then we will need to move on. 2) availability not happening 3) level of commitment (example of being 'bumped' for today's meeting at the last minute 4) reconciliations and unresolved transactions 5) balances are way off 6) drawdown of the grant money needed 7) attention to detail and accuracy 8) programs are being lumped together with Executive Director 9) membership in the YTD are not accurate

**Action Items**

- Approval of Jan. 2020 Minutes: moved, seconded and approved
- Approval of Feb. 2020 Financial Report: moved, seconded and approved

**Information/Reports**

**Grants:**

**Alice grant update:** Friends of Hawaii went out. Laura Musser application gets released on the 11th. Requested \$1500.00 from Friends of Hawaii for an audit grant.

**Grants and Grant Writer Hire (Lynn Schuette):** 2 proposals she put forth 1) Fresh Eyes report where she does a deep dive to assess. \$300 charge. Lynn will work with Alice to get information needed for the 'deep dive'. 2nd proposal is to do the piecemeal work. We will move ahead with the Fresh Eyes approach

**Membership:** letters have gone out for membership renewal and SRB upcoming events.(need member number in buying SRB tickets)

**Board Succession (New Members and Officer Slate):** 6 board members to date. Possible recruit from Dan-one who might be willing to do the secretary.With 2 officers not renewing their terms, a plan needs to be crafted. Will discuss it in depth at the next meeting.

**2020 Operating Budget:** committee: Dan, Alice, Beth. Dec 2019 fin report came in so now they can meet and craft 2020 budget

**Rental Contract:** update from Dan. Lease agreement being re-written to exclude water and sewer which is not metered. Roof repair proposal submitted (roof repair is imminent). We will be given a bathroom key and MAC's responsibility is to maintain the bathroom.

**Art Bar (Joyce): Art Bar** on hiatus.

**Artist In Residence (Greg):** Lynn Schuette will have a donation for SRB. Francis McCue is next. Undecided is the MAC at the library date-still being planned. Need to square away a date for Jared still. Rafael will need to be moved into 2021 most likely (If approved).

**Communications (Paula)**

-All 2019 BOD Meeting Minutes (including the special meeting in May) are up and online at the MAC website (the last quarter of the year was uploaded).

**Treasurer's Report (Dan) as of 1/2/20**

Treasurer's Report 2/9/2020

Opening Balance -1/1/20 BOH \$40,734.85

Deposit in January \$7,504.21

Expenses in January

Employee salaries-ED, Studio Manager, Asst ED, Kupuna, Keiki Instructors  
\$6,270.05

Rent, Propane, Telephone \$1,563.34

Returned Check \$155.04

Ground Transportation, AIR program \$400.00

Clay,(FOH grant), studio. Plant and Pot Sale supplies, Admin, Advertising  
for Soup'R Bowl(banners) \$3,393.66

Banking Fee \$7.00

Member show award \$5.00

Total expenditures in January \$11,887.09

Closing Balance 1/31/2020 BOH \$36,351.97

Note: Alice will talk with Maui County about getting funded and testifying for the budget. Need to raise fees and get county support for revenue. Need more grant monies and become more sustainable.

**President's Report (Greg):**

handing over of docs to ED (Alice) related to MAC business. Letter of resignation forthcoming.

**Executive Director's Report (Alice):**

-workshop coming up Mandala of Hope Stitch in March plus SRB

**Committee Reports:**

**Ad Hoc Capital Building Campaign/lease agreement: none**

**Soup 'R Bowl:**

-Jake Shimabukuro is donating a ukulele for the silent auction. Plus pieces from AIRs

-5 soups being offered. On the lawn is the Molokai Instrumental Music Program for the line. 2 entrances for VIP and Patrons. Tickets are out and distributed and All things Molokai is also selling tickets. Look to see if Psy Psi ticket can have the fee added to the amount. Price of the ticket is raised. \$40 for the door price. Drink menu expanded. Entertainment is HLIP is the 1st act and Norm Decosta is the 2nd act.

**Unfinished business:**

**Kanoe Davis invoice and contractual issues:**

BOD agreed to pay for May and June: \$2,000.00 which were 'deliverables' (Dan will cut a check) and Alice will contact her in regards to the other items that she invoiced MAC for which are seen as undeliverables. BOD needs more detailed info as to what we are paying for.

**New Business:**

-budget for 2020 needs to be approved: need final report from Aaron first.

**Closed session: none**

**Next Board Meeting:** Monday Mar 9th at 4:30 pm at Kaunakakai Elementary School room B-104

**Adjourn:** Moved by: Dan    Seconded by: Beth    **Time:** 5:05pm