

Molokai Arts Center
Board Meeting Minutes FINAL
Date: March 9, 2020
Kaunakakai Elementary School Rm. B104

Meeting Attendance:

XDaniel Bennett XBeth Johnson XEd Epperson
XJoyce Haase XPaula Scott XExecutive Director

Call to Order: The meeting was called to order by Joyce Hasse, acting president at 4:32pm

Guests: none

Action Items

- Approval of Feb 2020 Minutes: moved and seconded and passed
- Approval of Mar 2020 Financial Report: moved and seconded and passed
- Approval of 2020 Operating Budget (handout) moved and second and passed

Information/Reports

Grants (Alice):

- Billy Healy grant: sent in an LOI for 2021 (targets youth demographics and funding is unrestricted).
- Laura Musser going out this week
- idea tossed out there to have one Sat a month where art is taught at Kilohana school to serve that geographical area. The thought is to build a partnership program.
- McInerney grant: ED will be applying as the Ota grant just ended
- need updated grant spreadsheet uploaded to the MAC Google drive

Board Succession (New Members and Officer Slate): Ed Epperson will transition to treasurer. Dawn Simpson is moving back and interested in joining the board again. She will be here in May and ED will send her an application. Dawn is willing to become the secretary. Joyce Haase who is the current acting president will submitting her letter of resignation once a replacement board member is found and approved.

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

Soup 'R Bowl report (multiple people):

- attendance number still being determined from ticket sales
- receipts for food cost handed in and is lower than last year
- silent auction went really well (only 5 things left)
- VIP table sales did not do well
- more notes will be done after the finances come in

Artist In Residence (Alice): Francis McCue at the library on the 19th. 5 pm. No workshops being scheduled. Artist needs to be contacted and asked to self quarantine. No test kits on this island as of yet. New proposals for the AIR program will be crafted to BOD to vote on at the next

meeting. Implementing a deadline to apply and limit to 2 AIRs a year if accepted. Craft a letter to send to current applications.

Communications (Paula)

- posted SRB stuff on IG and FB (cover page for FB is a video)
- also culled images and event info over to the Dispatch so that something would appear in this W paper (spoke with Alice beforehand about doing this)
- need to craft an article for Dispatch thanking everyone
- need to send out a newsletter asap for the MAC at the library event (also need it for the website), announcement of board vacancies and a thank you to Greg and Lynn
- automatic membership renewals are happening on Paypal

Executive Director's Report (Alice)

Fresh Eyes report from Lynne Shuette will be delivered to the BOD at the end of March

- kupuna class was asked to increase to \$50/session but instead they will cut back one painting class (monthly: 3 will be ceramics and one will be painting) to keep the fee the same
- non native kupuna class: Betty West will do it and will start after she gets her other work schedule squared away. Class will need a minimum enrollment of 5 or 6 for it to be viable. Age: 50 and above
- retired teachers haven't committed to coming up for class

Treasurer's Report (Dan) as of 3/8/2020

Opening Balance -2/1/20 BOH \$36,351.97

Deposit in February \$9,368.12

Expenses in February

Employee salaries-ED, Studio Manager, Asst ED, Kupuna, Keiki Instructors
\$5,963.61

Rent, Propane, Telephone \$1,722.43 (electricity was for several months dating back to Oct.-? need clarification which is making) meter reading is done by the studio manager and she will now give it to the ED instead of the accountant.

Air Travel, AIR program expenses, baggage, postage \$864.14

Studio supplies, Plant and Pot Sale advertising, Admin \$621.37

Soup 'R Bowl food \$34.18

Member show award \$5.00

MMS fiscal sponsorship-January \$336.45

Fresh Eyes Analysis (Lynn Schuette) \$300.00

Accounting (Sept through Dec) \$2,187.50

Total expenditures in February \$12,096.68

Closing Balance 2/29/2020 BOH \$33,643.41

Acting President's Report (Joyce): none

Committee Reports:

Ad Hoc Capital Building Campaign/lease agreement: Dan is gifting MAC with the roof repair expense.

Unfinished business:

- HA Director invoice and contractual issues: ED requested the HA Director to update the invoices as the dates were not correct and has not received it yet and in need of documentation of the workshops that never happened. \$1,000 check was mailed to her address 2 weeks ago.
- did Greg hand over his docs to Alice for MAC related business (he did but everything is in hard copy)
- new bookkeeper needed. Need to recruit an accountant that does bookkeeping and taxes. Joyce will ask Janice De La Cruz if she is interested.

New Business:

- need to book dates for Member's show:
- opening reception will be Sept. 23rd on Weds. Exhibit at library on Sept. 24th-Oct. 7th 5 pm
- all work to be juried needs to be handed in by Friday Aug. 28th and work will be juried over the week in order to photograph on the 1st
- works juried in will be photographed on Monday Sept. 1st.
- press release announcing the call for art should go in the Dispatch July 3rd (adjust for holiday please) and appear in the July 8th issue
- Paula would like to ask Maya Lea Portner to fly over and jury the show. She also does intricate paper cutting relief sculptures and might be willing to teach a workshop on the 29th or 30th. Paula will ask her if she is interested.
- Herb Ohta wants to do a workshop here. It was also suggested that Jake Simabukuro do something here with MAC when he comes to MKK library to do his statewide ukulele program.
- new strategic plan needed

Closed session: none

Next Board Meeting: April 6 at 3:30 at Kaunakakai elementary School Rm. B104

Adjourn: Moved by: Dan Seconded by: Beth **Time:** 6:40pm

Respectfully submitted by
Paula Scott
Interim Secretary