

Molokai Arts Center
Board Meeting Minutes FINAL
Date: April 6, 2020
Zoom meeting

Meeting Attendance:

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

Call to Order: The meeting was called to order by Joyce Hasse, acting president at 3:35 pm
Guests: none

Action Items

- Approval of March 9 2020 Minutes: moved and passed
- Approval of April 2020 Treasurer's Report: moved and passed

Information/Reports

-COVID-19 MAC Response Report: MAC is closed. RE: 2 staff members there for sanitization and are doing so at their own discretion as far as hours worked. Kanoe Dudoit is working remotely for MAC. Exec Director is allocating work to staff.

Website needs to reflect the center being closed-an official statement will be provided to post.

-Board Succession (New Members and Officer Slate): Dawn Simpson is still not able to come back due to travel restrictions. Judy Mertens is interested-need to have Alice send her an application. Paula will ask Kim. M.

-Alice needs to submit new DCCA in regards to board succession.

-MAC Upcoming Events update:

-Artist In Residence (Alice): need to form a 3 person committee to form a proposal and Greg will be given the opportunity to review the proposal. Committee: Alice, Beth and Paula. Report needed for May meeting.

-Communications (Paula)

-an article for Dispatch is needed thanking everyone for SRB

Executive Director's Report (Alice) (board is asking her to submit a written report PRIOR to the BOD meeting)

-April and Kanoe status: see prior notes on MAC closure

-Grants:

-Grant Writer update:

Fresh Eyes report from Lynne Shuette will be delivered to the BOD at the end of March. Need an update from Lynn for the next meeting. Need confirmation that she rec'd the check. Where is she at with the report? Alice needs to ask her this. Need an updated timeline of her report.

-need to verify if there is a signed contract and if not, we will need one and it needs to go into Google Drive.

Treasurer's Report (Dan) as of 4/5/2020

Opening Balance -3/1/20 BOH \$33,643.41

Deposit in March \$15,593.48

Accounts receivable (MMS UPLINK, FIUF, Soup'R Bowl iou's) (\$2055.76)

Expenses in March

Employee salaries-ED, Studio Manager, Asst ED, Kupuna, Keiki Instructors, HA director
back pay, studio worker

\$6,825.23

Rent, Propane, Telephone \$2,196.81

Soup'R Bowl

Utensils, containers \$223.43

Audio \$400.00

Entertainment \$200.00

Food \$1,728.61

Salad, herbs \$200.00

Tables, chairs \$360.10 \$3,012.14

Studio supplies, marketing, Admin \$158.89

Banking expense-checks \$41.34

MMS fiscal sponsorship-January \$605.61

Total expenditures in March \$12,939.92

Closing Balance 3/31/2020 BOH \$36,296.97

PayPal- March \$24,588.05 (this is a donation from an anonymous donor)

Bank balance 4/4/20 \$59,649.62

Acting President's Report (Joyce):

-need to check on each other and those in our organization that use the studio, participants, etc. to make sure they are OK. This needs to go out in the newsletter (add links for art at home, virtual museum tours).

Committee Reports: TABLED

-Budget committee:

-Ad Hoc Capital Building Campaign/lease agreement:

-Art Bar Program:

-NEW COMMITTEE: AIR (Alice, Paula, Beth)

Unfinished business:

-RE: bookkeeper: Janice De LaCruz is a no. Joyce has a possible person and will follow up on that. Will still need someone to do the taxes.

-Member's Show

-new strategic plan needed

-roof has been repaired with a 2 year warranty. The section that is Coffees of Hawaii has not been done yet. Dan will follow up on that part of the roof repair. No lease contract that is signed.

New Business: none

Closed session: none

Next Board Meeting: Monday May 4th at 3:30 pm

Adjourn: Moved by: Dan Seconded by: Beth **Time:** 4:35 pm

Respectfully submitted by

Paula Scott

Interim Secretary