

Molokai Arts Center
Board Meeting Minutes FINAL
Date: May 4, 2020
Zoom meeting

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 3:37 pm

Guests: none

Action Items

- Approval of April 6, 2020 Minutes: moved and approved
- Approval of May 2020 Treasurer's Report: moved and approved

Treasurer's Report (Dan) as of 5/3/2020

Opening Balance -4/1/20 BOH \$36,296.97

Deposit in April \$24,588.05

Accounts receivable (MMS UPLINK, FIUF, Soup'R Bowl iou's) (\$2190.06)

Expenses in April

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

\$3,571.41

Rent, Propane, Telephone \$854.15

Soup'R Bowl

fundraising \$84.29

Trash \$238.83

Advertising \$417.10

Food \$88.31

Miscellaneous supplies \$292.90

subtotal \$1,121,43

Studio supplies, marketing, Admin \$245.80

MMS UPLINK fiscal sponsorship-March \$224.30

Total expenditures in April \$6,017.09

Closing Balance 5/1/2020 BOH \$54,867.93

Information/Reports

-COVID-19 MAC Response Report update: Closure time is being used to do repairs (done by staff). Some firings have been done on glazed works that were ready to go. Studio members asking to come back. Dan and April will set guidelines and cleaning procedures for those who use the studio regularly. Will require a studio 'host' to oversee that things are being complied with (cleaning up, etc.). Dan will encourage the active studio members to pay the studio fees and info will need to go on the web calendar to avoid overbooking and time conflicts. No more

than 2-3 people at a time on specific days to keep with social distancing and wearing masks, etc.

-Alice proposed online art classes and programs: asking Alice to do a FB live during the 'class' and there is a button/link where people can donate to MAC while the event is going on.

Alice will contact the MAC art instructors to see if they want to meet and discuss further the possibility of online offerings.

-Board Succession (New Members and Officer Slate):

-haven't heard back from Dawn. Judy Mertens Suggested as a possibility and Alice will have an application to send to her.

-MAC Upcoming Events update: SRB and Member show reserved at MCHC

-Artist In Residence update (Alice): Alice will contact Frances (March AIR) about the check and donation to AIR. Paula reviewed AIR draft informally with BOD. She will email revisions for further review.

-Communications (Paula)

-an article for Dispatch is still needed thanking everyone for SRB

-website updated with minutes for 2020 and board.

-been posting things to FB with art activities, online galleries, etc.

-Alice will post more of the live feeds of Hawaii music to the MAC FB page. Alice also asked those on FB to share the Tuesday Giving drive on May 5th.

Executive Director's Report (Alice)

-PPP status: Bank of Hawaii is still on hold (Alice has to keep watching the website)

-Central Pacific Bank is accepting new applications but need 990 to be filed (CPA is the hold up)

-Grants:

-Grant writer update (Lynn S.). Lynn is sending Dan and Paula an email for info needed for grant writing/Fresh Eyes report. Not at a signed contract state yet (pending the Fresh Eyes report).

Possible COVID19 grants: grants available for the need to rearrange the center to meet social distancing guidelines that help with these changes.

-Hawaii Community Foundation (email letter sent out to MAC list) so far \$2,055.55 raised and we are now matched with \$1,500 from the Foundation (total to date is \$3,555.55). Drive closes on May 15th.

-Tuesday on FB is Giving Tuesday and Alice is requesting that MAC BOD who are on FB to share and ask other MAC folks to share it to their timeline.

-Friendly Island fund (music) Bob Underwood is submitting info to Alice

-state tax clearance is not in place (Jan 15th deadline) so MAC does not have state tax clearance (this is hindering the application process for other funding sources). CPA keeps missing the deadlines.

-Billy Healy grant: sent in an LOI for 2021 (targets youth demographics and funding is unrestricted). Have not heard back, but application was acknowledged as rec'd

-Laura Musser grant went out

- Will apply for McInerney grant

-reminder to get updated grant spreadsheet uploaded to the MAC Google drive and share with BOD

Acting President's Report (Joyce):

- stay connected with MACers during this stay at home time
- time to reorganize the container?

Committee Reports:

- Budget committee: none**
- Ad Hoc Capital Building Campaign/lease agreement: none (Dan is following up)**
- Art Bar Program: none**
- AIR Revision** (see AIR update section)

Unfinished business:

- an article for Dispatch is needed thanking everyone for SRB
- haven't heard back from Bank of Hawaii on signature papers (DCCA is done)
- RE: bookkeeper:** Betts Cruz is a possibility. Joyce will have further discussions with her
- 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. Repair on the roof has been done although Coffees of Hawaii needs to put up flashing on their part of the roof so that their run off doesn't come into the studio. No lease contract that is signed.

New Business: none

Closed session: none

Next Board Meeting: Tuesday June 2 `at 3:30 pm (Zoom meeting)

Adjourn: Moved by: Dan Seconded by: Beth **Time:** 5:10 pm

Respectfully submitted by
Paula Scott
Interim Secretary