

Molokai Arts Center
Board Meeting Minutes FINAL
Date: Aug 14, 2020
Zoom meeting

Meeting Attendance:

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

Call to Order: The meeting was called to order by Joyce Hasse, acting president at 3:10 pm

Closed Session

Action Items

- Approval of July 7, 2020 Minutes: moved and approved
- Action Item Checklist reviewed and updated
- Treasurer's Report for July 2020 (see below)
- Approval of July 2020 Treasurer's Report: moved and approved
- Strategic Planning 2020-2021 goals and objectives: tabled to see the final draft in Sept

Treasurer's Report (Ed) for July 2020

Opening Balance 7/1/20	\$58,875.00
Closing Balance 7/31/20	\$50,483.00
Account additions	\$ 1,812.00
Account Subtractions	\$10,204.00

EXPENSES

STAFF (employee* + contractor)	\$6,987.00
Rent	\$800.00
Utilities	\$446.00
Supplies	\$133.00
Credit Card Payment	\$336.00
Other	
Lynne Schuette (grant contractor)	\$1,500.00

REVENUES

\$1,812.00

*three employee pay periods within the month

INFORMATION

Covid-19 MAC Response Update:

-everyone is following procedures and only 10 allowed in the studio-unless Mayor declares a lockdown. Side note: Dawn Simpson is interested in taking Maddie's classes while she is gone.

Board Succession (New Members and Officer Slate):

- Welcome to new board member, Judy Mertens
- Potential new members: lolani will be sent the description and application by Joyce

MAC Events (updates):

- Member Show: ad hoc committee (Dan, Alice, Paula with invite to Kim) to meet Monday to reconfigure the Member Show
- Hawaii Craftsmen still a go with alternate plans in place (will get info in the MAC newsletter)

Artist in Residence update:

- Program update is completed

Communications Report:

- updated the By Laws on the website
- updating the AIR section although it is not completed yet as the platform is not allowing to add links on the page.
- the BOD section on the website will also be updated with Lynn Schuette's revisions which makes everything more cohesive and consistent
- note for everyone: try to refrain from using a prior email communication for new info that isn't relevant to that thread. This makes it harder to find and organize as a file. Instead, start a new email with the new subject matter.

Executive Director's Report

- Grants/Fundraising Update: no new grants but following up on previous grants sent in and networking with other agencies and organizations to strike up and develop partnerships. Kualapuu School is working on another grant with 21st century. Working with a 3rd party vendor (homeschool community) for classes. Also working on trying to get back to the Kupuna program but still unknown with everything changing.
- Grant Writer Update: Lynn Schuette. Seeking out diversified funding not just for grants and agencies. Discussion also with Bayer here on the island for a partnership.

President's Report:

- Strategic Plan draft. Reviewed comments and the board gave feedback.

-CPA: Ed and Joyce interviewed a CPA Maui firm that they felt confident in to do MAC's annual taxes and consult with bookkeeper and treasurer to make sure Quickbooks is being used efficiently. Will also obtain an audit. CPA needs the last 3 years of 990's.

-Dash Board Sheet and New Facility Info Prospectuss:

-Site visits: site visit will be scheduled.

Committees and Program reports

-Accounting Transition Team Report: Ed, Bets and Alice's meeting: **invoice a purchase order to match up with supplies that come in.** Looking at doing membership through Quickbooks. Bets created a revised process for expenses and to do online banking to pay bills instead of cutting checks for everything. Planning to get CPA contract and other financial details hammered out by the Sept. meeting

-New Facility Acquisition Team (Beth, Dan and Alice): committee will meet after all board members have done the site meeting.

-Budget Committee (tabled)

-Art Bar Program (Tabled) will plan for 2021 and Joyce will let Hiro's know that we are postponing this season

Unfinished Business

-Policies: Alice will continue to finish completing the Policies packet

-Meetings with decision makers/politicians: Judy has a network for us to work with. Nida Bangador at Maui Arts and Cultural Center. Wants to work with community groups in the art area. Roberta who is a teacher who teaches jewelry at the Hui on Maui. She can put us in touch with the people that made the present Hui site on Maui happen. Also has contacts via the Makawao History Museum. List of other advocates such as Lynn Decoite.

New Business

Next Board Meeting: Sept 10th Th 3-5 via Zoom

Adjourn: Moved by: Dan Seconded by: Beth **Time:** 4:51 pm

Respectfully submitted by
Paula Scott
Interim Secretary