

**Molokai Arts Center
Board Meeting Minutes FINAL
Date: Dec. 17, 2020
Zoom meeting 3-5pm**

Meeting Attendance:

XDaniel Bennett XBeth Johnson Judy Mertens Xlolani Kuoha
XJoyce Haase XPaula Scott XExecutive Director

Call to Order: The meeting was called to order by Joyce Hasse, president at 3:07pm

Closed Session

Action Items

- Approval of Nov. 12, 2020 Minutes: Moved and seconded. Minutes approved
- Approval of Nov 2020 Treasurer's Report: moved and seconded: Treasurer's report approved

Treasurer's Report for Nov. 2020

MOLOKAI ARTS CENTER
TREASURER'S REPORT FOR November, 2020

<u>BOH BANK ACCOUNT</u>	NOV, 2020	OCT, 2020	SEPT, 2020
Opening Bank Balance	\$30,471	\$40,034	\$45,573
Closing Bank Balance	\$23,088	\$30,471	\$40,034
Account Additions	\$954	\$711	\$1,296
Account Subtractions	\$8,337	\$10,275	\$6,835
<u>EXPENSES</u>			
Staff (employees +contractors)	\$4,921	\$5,985	\$4,851
Rent	\$800	\$1600	\$0
Utilities	\$757	\$848	\$815
Credit Card Payment (studio supplies & Admin)	\$201	\$204	\$755
Other-Member Show(awards &honrarioum)	\$650		
Bookkeeping (March & April)	\$273		
Liability Insurance	\$734		
<u>REVENUES</u>	\$954	\$711	\$1,296

Note: Treasurer will carry over contractor information as a line item on the treasurer's report with the title of the contractor for clarity and consistency. Revised report needed to include in this copy of the minutes. The BOD agreed to view quarterly P/L statements and Quickbook codes will be distributed to the Executive Director, Treasurer, and Studio Manager for use.

INFORMATION:**Covid-19 MAC Response Update:**

-studio practice is going well with few problems. We now have thermometers to use. Discussion as to the need to devise a tracking system of payment schedule and studio use times in order to keep class sizes to 5 or less. Needs to go into the newsletter coming up.

Board Succession (New Members and Officer Slate):

-A board member has a prospect that is applying to the board.
-still need more prospects

MAC Events (updates):

-upcoming events:
-Member's Show: Keiki awards segment has not been awarded yet, but will be executed soon (timing issues with awardees).
-Plant n' Pot sale: very successful and was beneficial for MAC and for the site owner. Finances not completed yet. Public interest is still there and expressed interest in coming by the studio to look and purchase. Note to run the event to last from 9-2 (with members having early entrance). Also got donations as a result of the event.
-Plans in the works for partnering with Molokai Land Trust as a Native Hawaiian plant sale. Target event for the end of April to coincide with Earth Day and upcoming Mother's Day. Proposed date of April 24th, 2021
-Soup r' Bowl 2021 (on the go): concept is to get a venue for March 6th, 2021 and do a drive through. And perhaps to get other vendors to do the soup pick up (still in conceptual mode). Feedback from the public to make larger bowls. Plan is to task out the SRB for 2021 for Jan BOD meeting.

New Facilities Committee Report:

-committee will be meeting systematically after the holidays and contacting specific entities for the ask of land or funding.

Communications Report:

-need to get a holiday newsletter out with 'thanks yous' for the plant sale success. Would also like a board member write something to our audience that is a reflection of the year and perhaps where do we go from here. Will need this by Tuesday, Dec. 22nd as the newsletter should go out before the 25th. Will also get a New Year newsletter out around NY eve. Should also mention SRB 2021.
-will have the rest of the year's minutes and updating the membership page uploaded to the website before the year is out
-performance on social media for the plant n' pot sale was very good by way of reach and engagements. Images were taken of the plant sale for our image files and there is an album up on the MAC FB page.

Executive Director's Report:

- Grant and fundraising updates: Maui County Grant is in need of receipts and invoices (for reimbursements). Healy Foundation meeting is not until Feb. Atherton Foundation has not met yet. Passcode for Aloha for Charities link will be sent to BOD so that we can track. Will do one more push in the last week of the month. Grant writer working with ED on Friends of Hawaii grant. Maui County Mayor Grant has been sent in (general budget form).
- Paypal donation came in from WA state (not known as to the connection to MAC)

President's Report:

- CPA firm: contact made with Carbonera firm and contracting with this firm. MAC Book keeper will get everything together by the end of the year.
- Board donations discussed.
- Distribution of abstracts from ED to BOD to mail.

Accounting Transition Team:

Artist in Residence: tabled

Budget Committee: tabled

Unfinished Business

- former Hawaii Program Director has been paid.

New Business

- Considering doing small groups of painting classes to fill the Art Bar gap

Next Board Meeting: Th Jan. 21st 3-5pm via Zoom

Adjourn: Moved by: Dan Seconded by: Beth Time: 5:11pm

Respectfully submitted by
Paula Scott
Interim Secretary