

**Molokai Arts Center
Board Meeting Minutes FINAL
Date: Jan. 21, 2021
Zoom meeting 3-5pm**

Meeting Attendance:

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

Call to Order: The meeting was called to order by Joyce Haase, President at 3:08pm

Action Items

- Approval of Dec. 20, 2020 Minutes as amended: moved and seconded. Approved.
- Approval of Dec 2020 Treasurer's Report: moved and seconded. Approved
- Approval of board succession officer slate: Joyce as President, lolani as VP, Dan as treasurer, Paula as secretary. Moved and seconded and approved
- Approval of online auction proposed by Kim Markham: moved and seconded. Approved.
- Approval of purchasing clay for 2021 year: moved and seconded. Approved.

Treasurer's Report for Dec. 2020

MOLOKAI ARTS CENTER
TREASURER'S REPORT FOR December, 2020

<u>BOH BANK ACCOUNT</u>	DEC, 2020	NOV, 2020	OCT, 2020
Opening Bank Balance	\$23,088	\$30,471	\$40,034
Closing Bank Balance	\$25,035	\$23,088	\$30,471
Account Additions	\$14,440	\$954	\$711
Account Subtractions	\$12,493	\$8,337	\$10,275
<u>EXPENSES</u>			
Staff (employees +contractors)	\$7,464	\$4,921	\$5,985
Rent	\$800	\$800	\$1600
Utilities	\$908	\$757	\$848
Credit Card Payment (studio supplies & Admin)	\$236	\$201	\$204
Other-Member Show(awards &honrarioum)	\$100	\$650	
Bookkeeping (March & April)	\$0	\$273	
Liability Insurance	\$74	\$734	
Grant Writer	\$0	\$0	\$1204
Plant & Pot Sale	\$38		
Hawaii Arts Program	\$1,375		
Studio Supplies	\$20	\$0	\$0
MIME program	\$1,477		
 <u>REVENUES</u>	 \$14,440	 \$954	 \$711

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. Reports will include this info beginning

with Jan. 2021. 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:

-refer to ED report

Board Succession (New Members and Officer Slate):

-Joyce: continuing as president

-lolani: vice president

-Dan: treasurer

-Paula: secretary

-Elizabeth Johnson: BOD at large

-Judy Mertens: BOD at large

-new board member application has been submitted. BOD will vote on it at the next meeting.

-Dan has another prospect.

MAC Events (updates):

-upcoming events:

-online auction headed up by Kim Markham (date not announced yet)

-Soup 'R Bowl 2021 (on the go): Lanikeha booked as the venue. Alice and lolani did a presentation. Mar. 6th. Reminder to bring name tags for staff and board

-Spring Plant n' Pot sale: April 24th.

New Facilities Committee Report:

-report given by Judy and Dan with updates

Artist in Residence: tabled

Budget Committee:

-Alice, Beth, Dan and Betts on committee. No report yet.

Communications Report:

-all minutes have been published to the MAC website for 2020 with the exception of Dec.

-studio membership wording has been changed on the website and all other places that the studio membership is referred to on the website. Will need other 'eyes' to take a look to make sure all changes were made (from 'studio' to 'affiliate'). The payment button is updated too. If anyone encounters problems with paying with the new button, let me know ASAP.

-did not receive the Keiki awards info from the member show 2020 to announce/post

Executive Director's Report:

-Grant and fundraising updates:

-Atherton grant received and deposited. Friends of Hawaii grant mailed out Dec. 26th. Aloha for Hawaii Charities (missed the goal of 10K). Give Big Hawaii drive was a small amount. Friendly

Isle United Fund: report being sent in and new application coming up. Maui County Grant is being invoiced/utilized for art supplies and instructors.

-2020 annual report is pending

-Judith Palmeri is volunteering for keiki class

-member show keiki awards. Action item: Alice will send Paula the article for the awards along with photos.

-Grant writer (Lynne Schutte) update: working on State Culture biennial grant coming up (2022-2023). Preparing the background info for grant.

-Received donations from MCHC from employees and a match from the company.

-Partnerships: invoice sent in for Hawaiian Language Immersion class.

-Classes for Kualapuu School starts next week

-State Foundation for Culture and Arts: working on developing a teacher artist directory and with DOE so artists can go into schools (ties in our Strategic Plan).

-Hawaii Museums association invited our ED to Feb. meeting

-Alu Like foster grandparent program is going well. MOU has not come in yet as it is in the hands of the parent agency. Alu Like Kupuna program is also on hold.

-Quickbooks account codes shared with Dan and Alice

-CPA contract is in MAC Google drive under 'important documents'. All W-9s are done and in.

-PPP with Bank of Hawaii is going in

-new protocols for COVID (announced in newsletter and in Dispatch)

-Abstracts going out to county decision makers

President's Report:

-2021 Annual Budget and Planning Committee

-2020 Annual Report by ED for BOD to review

-ED annual performance review: closed session at Feb. meeting

Unfinished Business

-Membership levels

-Meetings with decision/policy makers

-Policies: future

New Business: none

Next Board Meeting: Th Feb.18th 3-5pm via Zoom

Adjourn: Moved by: Dan Seconded by: Beth Time: 5:12pm

Respectfully submitted by
Paula Scott, Secretary