

**Molokai Arts Center
Board Meeting Minutes FINAL
Date: May 13, 2021
Zoom meeting 3-5pm**

Meeting Attendance:

XDaniel Bennett XBeth Johnson XJudy Mertens Iolani Kuoha
XJoyce Haase XPaula Scott XBetty West Executive Director
Guest:

Call to Order: The meeting was called to order by Joyce Haase, President at 3:04pm

Action Items

- Approval of April 16 2021 meeting minutes: moved and approved
- Approval of April 2021 Treasurer's Report: moved and approved

Treasurer's Report for April, 2021

MOLOKAI ARTS CENTER
TREASURER'S REPORT FOR April, 2021

<u>BOH BANK ACCOUNT</u>	APR, 2021	MAR, 2021	FEB, 2021
Opening Bank Balance	\$63,295	\$58,358	\$37,024
Closing Bank Balance	\$66,684	\$63,295	\$58,358
Account Additions	\$14,270	\$19,501	\$31,239
Account Subtractions	\$10,882	\$14,565	\$9,905
 <u>EXPENSES</u>			
Staff	\$5,731	\$5,471	\$5,189
Employees	(\$3,863)	(\$4,348)	(\$4,069)
Contractees	(\$1,868)	(\$1,123)	(\$1,120)
Rent	\$1,000	\$1,000	\$800
Utilities	\$945	\$529	\$917
Credit Card Payment	\$964	\$4,577	\$1,499
Studio supplies	(\$110)	(\$3,999)	(\$71)
Covid supplies	(\$41)	(\$45)	(\$52)
Fundraising Adv.	(\$214)	(\$987)	(\$229)
Fundraising, Supplies	(\$105)		
Admin	(\$167)	(\$511)	(\$573)
Reimbursement	(\$327)		
Bookkeeping	\$0	\$0	\$0
Grant Writer	\$2,220	\$1,400	\$680
Covid Suuplies	\$0	\$28	
MIME program	\$0	\$0	\$0
CPA	\$0	\$0	\$0
Food for-Fundraiser (Soup 'R Bowl)	\$0	\$1,450	\$1500
Fund Raising postage-Auction	\$0	\$110	
Banking (Checks)	\$21		
Total Expenses	\$10,882	\$14,565	\$9,905
 <u>REVENUES</u>	 \$14,270	 \$19,501	 \$31,239
Donations	\$809		
Sales	\$404		
FOH Grant/Sony Open	\$7,357		
Program Fees, Kualapuu Elementary	\$900		
Studio Dues	\$126		
MIME Fiscal Sponsorship fundraiser.	\$4,674		

-note: still need P & L statement for 1st qtr 2021

INFORMATION:

Covid-19 MAC Response Update:

-protocols are still being strictly adhered to

Board Succession (New Members and Officer Slate):

-detailed discussion on what direction to go with board succession

MAC Events (updates):

-Pana'i Aloha update

-Members Show: Paula and Alice will discuss using the same format as in 2020.

New Facilities Committee Report:

-Judy: sent an email report to the board prior to the meeting in regards to a location in town and is asking for questions from the board to take back to the realtor. Board is asked to read through what she sent and to generate questions and send them to her so that she can get back to the realtor with those questions.

Artist in Residence: refer to the ED report

Budget Committee: tabled

Communications/Secretary/Hawaii Craftsmen Report:

-still need Betty's image and bio info for the website

-bank needed secretary signature (anytime there is a change), so that has been done

-newsletter went out for May

-hoping to get Kala'e T. to do an indigo dye workshop at her shop at Holomua Junction as a part of the Give Back program. She is interested but waiting to hear back from her to confirm a date so that supplies can be ordered and a sign process up for participants.

-will also have a Hawaii Craftsmen artist visiting here in June who plans to do a cyanotype class but we will need to conduct it during the day as the process relies on sunlight. Need to know what weekdays are available. Dan indicated that the Saturday afternoon adult class does not have much by way of attendance.

-discussed with Alice on how best to use a new volunteer's skills. For the communications area, the need for a writer to write content is there. Alice and Paula will try to meet with this volunteer to discuss further. Currently, there is no need for marketing or website work. Content writing is what is needed.

Executive Director's Report: (refer to [ED report](#))

-Grants/Fundraising Update/Thank yous

-Grant Writer Update - L. Schuette

-Update on current projects

-Hawaii Museum Association

President's Report:

-Succession planning

-Summer programming strategies discussed and target audience discussed.

-Technology purchasing: Paula will discuss with Alice in regards to identifying further need for a laptop purchase exclusively for MAC business.

Unfinished Business:

-meetings with decision and policy makers (for Joyce and Alice)

New Business: none

Next Board Meeting: Wed. May 9th 11-1pm Alternate date is Saturday, June 12th at 3 pm
(by way of Zoom or Google Meets)

Adjourn: Moved by: Judy Seconded by: Beth Time: 4:52pm

Respectfully submitted by
Paula Scott, Secretary