

**Molokai Arts Center
Board Meeting Minutes FINAL
Date: August 17, 2021
Zoom meeting 4pm-6pm**

Meeting Attendance:

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

Call to Order: The meeting was called to order by Joyce Haase, President at 4:05pm

Action Items

- Approval of July 8, 2021 meeting minutes: moved and approved
- Approval of July 2021 Treasurer's Report: moved and approved

Treasurer's Report for July, 2021

MOLOKAI ARTS CENTER TREASURER'S REPORT FOR July, 2021			
<u>BOH BANK ACCOUNT</u>	JULY, 2021	JUNE, 2021	MAY, 2021
Opening Bank Balance	\$49,118	\$59,743	\$66,684
Closing Bank Balance	\$48,212	\$49,118	\$59,743
Account Additions	\$11,774	\$1,019	\$1,125
Account Subtractions	\$12,681	\$11,645	\$8,064
<u>EXPENSES</u>			
Staff	\$8,349	\$5,798	\$4,993
Employees	(\$6,049)	(\$4,067)	(\$3,331)
Contractees	(\$2,300)	(\$1,731)	(\$1,662)
Rent	\$1,000	\$1,000	\$1,000
Utilities	\$1,053	\$892	\$409
Credit Card Payment	\$433	\$1,026	\$563
Studio supplies	(\$188)	(\$267)	(\$89)
Covid supplies	(\$0)	(\$0)	(\$7)
Admin	(\$156)	(\$156)	(\$456)
MIME supplies	(\$0)	(\$603)	
Card Membership	(\$89)		
Professional staff development	\$75		
Federal Tax Preparation, Taxes	\$1,497		
GET taxes	\$273		
Grant Writer	\$0	\$0	\$0
MIME program	\$0	\$1,925	\$1,099
Molokai Wellness Program	\$0	\$970	
Indigo Workshop Supplies	\$0	\$33	
Total Expenses	\$12,681	\$11,645	\$8,064
<u>REVENUES</u>	\$11,774	\$1,019	\$1,125
Donations	\$49	\$608	\$29
Sales (Wholesale)	\$220	\$211	\$11
Affiliate membership, Keiki Cards	\$1,426	\$0	\$0
Amazon Credit	\$0	\$0	\$85
Molokai Wellness	\$0	\$0	\$1,000
Water	\$16	\$15	
Membership	\$0	\$185	
Painting supplies, Kupuna class	\$112		
Laura Jane Musser Grant	\$10,000		

Note: Board reviewed the P&L statements sent in.

INFORMATION:

Covid-19 MAC Response Update: refer to the Executive Director's report.

Board Succession (New Members and Officer Slate): September is the last month that Joyce will facilitate the MAC meeting as a part of the transition to step down. Joyce will email each board member what their term length is.

MAC Events (updates): refer to the Executive Director's report.

New Facilities Committee Report: Judy Mertens presented some updates on the new facility acquisition process.

Artist in Residence: see Executive Director report

Budget Committee: tabled (only meets once a year to prepare the yearly budget)

Communications/Secretary/Hawaii Craftsmen Report:

- MAC items were covered via Executive Director's report
- Hawaii Craftsmen juror here on Oct. 8th. Will need to stage artwork in the main studio Th (the day before arrival) for the juror to review. Public presentation will be done at the MAC but reservations will be required and the number will be limited to what is allowed at that time. The presentation will be recorded in order to broadcast later. In light of the COVID outbreak, no dinner with the Board will be planned. Will either take her to Hiro's or a private dinner at home.

Executive Director's Report:

BUDGET & FINANCE

- Semi-Annual P&L emailed. Also 2020-2021 comparison.
- GET was paid.
- Laptop from bookkeeper will be used for all MAC work, not just QuickBooks. Bookkeeper sent an invoice to request reimbursement.

COVID-19 MAC Response Update

- 2 cases today, 49 within last 14 days
- Reminder that COVID Protocols updated July 1 are in place as COVID mitigation. In other words, it is set up with an assumption that someone who comes into the studio may be COVID positive. We are doing our part to reduce the spread.
- Individuals quarantined by DOH should not be there, but we also cannot ask them if they are or are not COVID positive.
- We "strongly encourage" staff to be vaccinated.
- HiEMA (HI Emergency Management Agency) will be sending PPE to Molokai. ED filled out a request for gloves, full face shields, disposable masks, rubbing alcohol, disinfectant

wipes, and disinfectant spray bottles.

GRANTS/FUNDRAISERS

- Pana'i Aloha (Maui County OED) \$ expected by end of month.
- Maui County budget funding request. Developing request and seeking people to give oral testimony, possibly virtual. Followed up with Councilmember Keani Rawlins-Fernandez on dates for Executive meetings in September, but no response yet.
- Hawaii Community Foundation CHANGE grant denied. They suggested other funding opportunities that may be a better fit. Reason for denial: we don't have a wide enough network.
- Healy Grant pending.
- State Foundation on Culture and Arts Grant pending.
- FIUF pending.
- NEA American Rescue Plan grant pending state agency applications.

CLASSES/WORKSHOPS

- Keiki classes are going well. We only scheduled Edible Art and Watercolor for July/August because of Kualapu'u After School program, but we may extend with other Monday keiki classes in September.
- Saturday classes are full to the extent that we need to remind parents to call and reserve space. With COVID surge, we are being very cognizant of social distancing requirements, not just for the students/families, but our instructors as well.
- Bob Underwood retired but MIME will continue under 21 st Century at Kaunakakai School. Beginner Strings M/Tu 2:30p; Intermediate Strings M/Tu 3:00-3:45pm; Advanced Strings (audition required) M/Tu 3:50-5:00pm. Open to all Molokai residents of all ages. Need to update the website.
- HA Program (Malu Kukui) planning has begun. Will schedule time to meet with lolani and Kanoe Dudoit.
- Other workshops in planning: Indigo Dye Take 2; Nan Walters Wall Quilts

MEMBER SHOW 2021

- Extended to Thursday noon because some people do not want to leave their homes. Will accept digital images.
- Juror arrives on Friday 8/20.
- Need to confirm awards: Best of 2D (\$100); Best of 3D (\$100); Best of Kupuna (\$100); Best of Show (\$300)

ARTIST IN RESIDENCE 2022

- Panelists (Alice, Paula, Beth, lolani) have all 20 applications; scoring them and then will meet to choose from the top applicants. Selections will be made by September 30.

PARTNERSHIPS

- Alu Like. Spoke with Kauai Kapuni. Still on hold.
- Decision Makers. Met with OHA Trustee Luana Alapa. Renovating Molokai office for more usage by beneficiaries. Plan to rotate artwork by MAC artists in the new space for beneficiaries. I would like to start with kupuna paintings. (note: Paula will work with Alice on how to make the logistics work).
- Mālama Molokai Wellness held the first Mālama Market on Saturday. They will reserve a free space for MAC every 2nd Saturday.

- ARTS FIRST (State Foundation on Culture & Arts). Compiling all partner reports on what each of us is doing toward ARTS FIRST goals.
- Hawaii Museums Association. We were supposed to meet in person to do Strategic Planning but due to COVID, will do virtual.
- The Country Market in Waikapu, Maui (Maria Holmes) purchased pottery for resale.

ART BAR: not sure yet particularly with the COVID surge going on. Joyce will check with Hiro's to see how they feel about it.

President's Report: discussion of reopening art bar, of transfer of documents and revisit logo, mission, vision, etc.

Unfinished Business: need to organize our Policies and Procedure, Logo, mission and position statement.

New Business: Betty West proposed offering classes (crafts) as we get closer to the Holidays (for adults).

-wood kiln area needs to be cleaned up (weed whacking and stacking of wood).

Next Board Meeting: Sept. 16 TH 3-5pm via Zoom

Adjourn: Moved by: Dan Seconded by: Beth Time: 5:55pm

Respectfully submitted by
Paula Scott, Secretary