

Board of Directors
Meeting Notes Monday October 14, 2013

Goals for 2013 - 2014

- ✓ *Market the Art Center – Promote Membership, classes, & events, increasing community awareness*
- ✓ *Develop & implement an effective Adult Education Program*
- ✓ *Fundraising, fundraising, fundraising*

- 1) Call to order by Board Chair Shahn Spratt at 6:35 pm.
Quorum established, Board Members Attending: Susan Archibald, Julie Hendriks, Noel Littlejohns, Jody Snyder, Shahn Spratt, Stephanie Triolo, Larry Worley
Executive Director: Linda Levy
Guests: Rhea Giroux
Absent: Cynthia Armstrong, LAuruS Myth
- 2) Motion to approve Consent Agenda and minutes from September made by Stephanie, seconded by Jody, Vote: all in favor.
- 3) Meeting Focus:
 - a. (Stephanie) Painting the Lockers in the Ceramic Area, in addition, the back wall of the Glass Cabinet: Have a lot of paint in stock, if any more is needed, Stephanie will donate. Volunteers Fillmore Denton and Chris Bolton will do the work.
 - b. Upcoming Events:
 - i. Oct. 19, 20 Open Studios Encore 11 a.m. – 5 p.m. hosting 3 artists, Travis, Nora & LAuruS
 - ii. October 26, Ukuleles Gone Wild Concert @ Highlands Park
 - iii. Nov. 30, 12 – 6 p.m. Open House / Annual Gift Sale
 - c. Finance Discussion:
 - i. Comparison of 2012 – 2013 income/Expenses thru September 30
Income:
 - In 2013, a larger % of our total income is based on class income (which is, in \$, down significantly from 2013)
 - Gallery Sales, as a % of total income have decreased (14%)
 - Grant income, as a % of total income has decreased (45%)Expenses:
 - Artist commission expenses has gone down proportionally with the Gallery Sales
 - Utilities expenses (as a % of total expenses) in 2013 are up 41% since last year. PG& E = 62%
 - Outside services (as a % of total expenses) in 2013 has risen 11%
 - An oddity for sure, but our total expenses this year to date (10/10) are almost the same as last year's to 10/10.
 - ii. Budget for 2014
 1. See attachments to the agenda, provided by Linda.
 2. Board asked for detailed reports on: facilities, outside services, marketing.
 - iii. Succession planning ED position
 1. Linda plans to step down from ED position in 6 months.
 2. Board needs to decide what ED tasks will be supported, and whether they will be paid for services, or duties taken on by board members/volunteers
 3. Shahn will convene an executive committee to identify top core

services, services in need of high-value outside help.

4. Shahn will continue to offer leadership as Board Chair.

5. Stephanie wants to get involved with finances.

4) Old Business: Sharing the responsibilities:

Library Check / Monthly: _____

Refrigerator Clean / Monthly: Susan

Monthly Yard Clean-up: Shahn

Facility / Safety Check / Monthly: Shahn

5) Motion to adjourn made by Stephanie, seconded by Jody at 8:12 p.m.

Next meeting will be Monday, November 11, 6:30 pm at the Art Center.