

# Mendocino Art Center

## Board of Directors

Meeting Minutes for March 24, 2010			
<b>Call to Order</b>	4:05 pm by Tom Becker, President		
<b>Adjourned</b>	5:45pm. Opened Executive Session at 5:52pm		
Board Members			
Tom Becker	Present	Don Paglia	Present
Dr. Richard Miller	Present	Nick Schwartz	Present
Mike Dell'ara	Present	Jean Cunnington	Present
Leona Walden	Present		
Ex Officio Board Members			
David Alden	Present		
Next Board Meeting			
<b>Wednesday, April 28, 2010</b> <b>4:00pm at the Mendocino Art Center Gallery</b> Agenda will be posted on the MAC website April 26, 2010			

Motion ID	Motion	1 <sup>st</sup> , 2 <sup>nd</sup>	Disposition
M032410-01	All financial statements that are approved by the Board of Directors will be posted on the MAC website	Mike Dell'ara Jean Cunnington	Unanimous

1. Quorum present. Don Paglia has joined by telephone.
2. Meeting minutes for 2/24/10 approved. Meeting minutes for 3/9/10 approved with amendments 1) Quorum present with Don Paglia attending by phone 2) Tom Becker recused himself as chair of the meeting.
3. Public Comments
  1. Thirteen people attended the board meeting. The Board thanked everyone for attending.
    1. Commemorative tiles for Peggy Templar and Al Pine
    2. College of the Redwoods closing art classes including textiles, photography
    3. Calendar sales profit and selling the remainder at a discount
    4. Textile coordinator
4. Executive Director's contract approval was moved to the closed session because of request for additional discussion
5. Election of new board members at annual meeting
  1. Discussion of individuals who might be nominated to the board, and members of the board nominated to the Executive Committee was moved to the closed session.
  2. Current bylaws state that the range of board members is a minimum of 5 to a maximum of 15. Amendment if approved will change the range from minimum of 7 to maximum of 15.
6. Strategic Planning
  1. Some of the detailed research has been done, but not completed. Discussion regarding change of focus for strategic planning. Can the board go forward without the detailed financial information? Issue is staff time required to complete the "bottoms up" data requested by Larry Wagner.
7. Executive Director's report
  1. Re-energizing the Art Center.
    1. Live artist working in person each weekend.
    2. Re-instate the art auction. Solicit donations from artists, galleries, students and post on the website for viewing. Targeting Labor Day.
  2. Visit with the San Francisco Art Institute. Follow up meeting to discuss collaboration.

3. Studio Management – Slowly attending to studio cleanup. Ceramics in good shape. Jewelry and Metal sculpture in progress. David Alden to put together a group to assess needs of the textile studios.
4. Event Coordinator – discussed modifying one employee’s job to be half time event coordinator. May need to hire someone to focus on administrative tasks.
8. Financial Reports
  1. Discussion regarding the accuracy of the financial data for the art center. Data is in QuickBooks and accurate but the current set of reports does not accurately categorize data. Resulting reports are not an accurate representation of the financial situation and the Board does not want to publish them until they can be corrected. Lack of finance committee and treasurer prevent the board from presenting financial summary and analysis. It is the intent of the Board to publish the approved financial statements on the website.
  2. Kelley Gibbs has prepared forecasting tools for use in preparing the budgets and financial assessments. He will also prepare a “runway” tool to assess future financial viability.
  3. Financial information audit will be scheduled to flow chart how information flows through the art center. This audit will allow for synchronization between QuickBooks and Registration.
9. Summary of Executive Session