



MENDOCINO ART CENTER
 GENERAL SESSION BOARD MEETING
 MINUTES: August 31, 2016 **APPROVED 102616**

BOARD MEMBERS		BOARD MEMBERS	
JOHN CORNACCHIA, President	Present	JANIS PORTER	Present
RICK KELLER, Vice President	Present	DEBRA LENNOX	Present
DALE MOYER, Secretary	Present	LUCIA ZACHA	Absent
DONNA WORSTER, Treasurer	Absent	DON PAGLIA	Present
CELIA SHELDEN, Administrative Director	Present		

Motion ID	Motion	1 st /2 nd	Disposition
M083116.01	General Session Minutes Approval	Postponed	N/A
M083116.02	Motion to adjourn	DL/JP	UNANIMOUS

Call to Order: 4:40pm by Board President, John Cornacchia

M083116.01 Motion to approve Minutes: Dale Moyer

- Postponed to next Board of Directors Meeting

Public Comment: John Cornacchia

- None

President's Report: John Cornacchia

- No report

Treasurer's Report: John Cornacchia

- John provided hand outs to the Board on behalf of Donna
 - *July 2016 Year to Date comparison*
 - *July 2016 P&L comparison*
 - *July 2016 Balance Sheet*
 - *Current Assets*

Administrative Director's Report: Celia Shelden

Education

Summer 2016 Tuition Income

<u>Department</u>	<u>Tuition</u>	<u>Avg/Student</u>
Ceramics	\$31,288	391
Fine Arts	\$69,185	380
Jewelry	\$29,598	501
Fiber	\$20,680	356



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Student Enrollment	'16 (Winter) '15		'16 (Spring) '15		'16 (Summer) '15		'16 (Fall) '15	
	Final	Final	Final	Final	To Date	Final	To Date	Final
Total	72	21	169	194	382	374	101	143
Ceramics	26	0	32	14	80	56	4	15
Fine Art	46	21	53	84	182	149	22	53
Jewelry	0	0	44	56	59	78	13	29
Sculpture	0	0	0	10	3	23	5	5
Fiber	0	0	40	30	58	68	8	41

Classes Offered	'16 (Winter) '15		'16 (Spring) '15		'16 (Summer) '15		'16 (Fall) '15	
	Final	Final	Final	Final	To Date	Final	To Date	Final
Total Offered	15	3	53	50	58	61	38	48
Total Canceled	2	0	18	19	17	8	0	25
Cancellation Rate	13%	0%	33%	38%	29%	13%	TBD	52%
Ceramics	6 0 0%	0	14 3 21%	6 4 66%	11 3 27%	13 2 15%	6 0 TBD	5 2 40%
Fine Art	9 2 22%	3 0 0%	14 5 35%	16 4 25%	21 2 9%	22 3 13%	14 0 TBD	14 7 50%
Jewelry	0	0	10 2 20%	10 1 10%	9 3 33%	10 0 0%	7 0 TBD	9 4 44%
Sculpture	0	0	6 6 100%	9 7 77%	5 4 80%	6 2 33%	1 0 TBD	6 5 83%
Fiber	0	0	9 2 22%	9 3 33%	12 3 41%	10 1 10%	10 0 TBD	14 7 50%

AIRs

2016/2017 AIR Tentative Schedule

Arrivals	Oct 1
Orientation	Oct 3
Presentations to Board, Staff and Community	Oct 16

Studios

Coordinators Meeting happened last week to discuss

- Winter and Spring class schedules
- Reinforced cancelation procedures
- Discuss enrollment strategies for Fall semester
- Ideas on Integrating Instructors into other MAC opportunities (community presentations, exhibits, magazine, gift shop consignment, etc...)



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Gallery

\$20k in July Sales
\$17k in August Sales
Prepping for MOPO

Fundraising

Events / MOPO

Met our maximum participants of 54
Event starts September 19 and goes through September 25
I'll be reaching out to Board members to sponsor awards and sign up as volunteers
Rack cards delivered and handed out

Donations

Received our 1st check from Bishoff Trust w/the Community Foundation
Expecting financial report from other private donor on Sept 20

Facilities

The Theater Company is reporting "the leak" is back. Issue will be escalated to Facilities Committee for recommendations.

Sewer Pipe Replacements

- 1st of 3 pipes w/root intrusion has been complete
- 2nd of 3 required shoring up of roof and posts behind the Theater Building before digging can begin – that work is being done this week.
- 3rd of 3 will be scheduled immediately following the completion of the above task. Can't interfere with MOPO and may need to be postponed until after event.

Apt 5 walkthrough scheduled for Sep 7

- Space will be completely empty by this weekend
- Plan and quote is in place to replace all Wi-Fi wiring in the apartment as soon as possible.

Computer Upgrades

- Plan is to replace all existing Wi-Fi equipment and add 2 more repeaters to the campus giving high speed Wi-Fi to all studios and apartments.



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- New server has been built and is being tested. Data migration and testing will start this weekend.

Gallery/Exhibition Committee: Janis Porter

- Janis reported the Works on Paper show & MOPO featured artists show are going up in the Gallery September 1st

Facilities Committee: Rick Keller

- No report

Old Business: John Cornacchia

- None

New Business: John Cornacchia

- John is hoping to provide updated Board documents & information to the Board via email shortly.
- Dale & John discussed the temporary transfer of secretary position to Donna – they are working on getting all necessary documents to MAC campus.
- The Executive Committee meeting for September has been rescheduled to the 14th.

M083116.02 Motion to Adjourn: John Cornacchia

- Debra Lenox moved, Janis Porter second, MSP, Meeting adjourned at 5:29pm

Recording secretary: Gina Hurst-Roach

A handwritten signature in cursive script, appearing to read 'Donna Worster'.

_____ Date: 10/26/16 Approved: M102616.01 DM first, DL second

Donna Worster, Secretary