

## **Friends of Multi Arts Center – Board Meeting**

November 10, 2015 - Minutes

Prepared by Daisha Pennie in absence of Secretary

**In Attendance:** Claire Zevnik (President), Buck Dollarhide (Treasurer), Mike Smolen, Daisha Pennie (President-Elect), Jeff Southwick, Andrea Drain-Langston, Kathy Legako

**Staff:** Executive Director Nicki Wood

**Excused Absences:** Sam Hand (Secretary)

**Guests:** Nadia Thomas (Leadership Stillwater Intern)

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Illene Ozment resigned her position on the Board as of 11/09/2015. Her term ends December 2015.

President Zevnik called the meeting to order at 5:35pm with a quorum (a majority of total Board members and at least three officers) present.

There is not a full Board according to the Bylaws due to Ms. Ozment's resignation. The Board is at eight (8) total members and at least nine (9) members are required by Bylaws.

### **Approval of Agenda**

Amended to add 'consideration of Executive Session,' and appointment of Board Member to New Business. Daisha Pennie made a motion to approve agenda as amended, seconded, and all vote in favor.

### **Review Minutes**

Buck Dollarhide motioned to approve October 19, 2015 minutes, seconded. All voting in favor with one (1) abstention from vote. Kathy Legako was not present at last meeting.

### **Treasurer's Report**

Executive Director Wood provided a profit and loss statement which has not yet been reconciled. Executive Director to look into 'Ask my accountant' listings and report to Board after reconciliation. All other items of discussion to be handled in financial workshop meeting this Friday, 11/13/2015, at 8am: report format, budget data in QuickBooks, etc.

Mike Smolen moved to accept the profit and loss statement, seconded. All in favor.

## **Director's Report**

Executive Director's report distributed and discussed.

## **Committee Reports**

**Bylaws** - Daisha Pennie (Committee Chair) provided an update on changes to Bylaws revisions which have been distributed to the members for voting on Sunday, 11/15/2015, membership meeting.

**Executive Committee** – Daisha Pennie provided update on recent meeting discussions on membership meeting, organizational finance needs, a personnel issue, policy and procedure needs, city presentation and kiln repair needs.

**Finance Committee** – Daisha Pennie informed Finance committee met and Friday's meeting will address items brought up in meeting.

**Fundraising** – Claire Zevnik (Committee Chair) provided update on October fundraising efforts which brought in about \$700 in related sales or cash donations, but does not included total donations valued which is to be determined.

**Gallery** – Andrea Drain-Langston (Committee Chair) reported on Holiday Gallery Committee activities which included an Artists meeting, plans for holiday period weekend events for Artists to mingle with shoppers, information for Artists on promoting work that's sold in gallery, and future plans to help artists promote their work.

**Membership** – Mike Smolen presented recent membership category ideas and provided brochure example for new membership types.

Daisha Pennie motioned to approve membership category and type changes as presented and to go into effect January 1. Motion seconded. All in favor.

Changes presented:

- Membership types:
  - Individual members \$25
  - Family (2 individuals and 2 children) \$45
  - Student/child (student to age 26, child up to age 17) \$10/each
  - Senior \$10.

- Benefits changes to include:
  - 10% off classes
  - Early registration for classes (before they fill up)
  - Invitation to “Members Only” events
  - Including early bird shopping in holiday gallery
  - Opportunity to sell artwork in gift gallery
  - Voting privileges as member of Friends
  - Priority notification of special events
  - Eligibility to use Open Studio.
- General Volunteers may earn membership:
  - 40hrs/yr completed volunteer work earns membership level based on age
  - Eligibility for 50% discount on cost of instruction in one class (value up to \$50)
    - Subject to limitations:
      - Requires 40 hours and sign up
      - Class cannot be full
      - Discount must be taken within one year from time it is earned
      - Discount does not apply to the cost of supplies
- Volunteer Teachers (Other skills may qualify) - teaching 1 class or workshop equivalent to 12 contract hours without payment for teaching may earn:
  - Eligibility for benefits only if also members
  - Eligibility for 50% discount on the cost of instruction in 1 class per year
  - Subject to the same limitations as listed above
  - Other skills may qualify

**Technology Committee** – Kathy Legako (Committee Chair) has met, items of discussion in agenda emailed out for announcing meeting tomorrow.

## **Old Business**

### **Chamber of Commerce Jingle Bells Campaign**

Has begun. Call for all to promote participation.

## **Membership Meeting**

Persons needed for assisting with meeting. Discussion on organization of meeting to include different Chairs and Moderators for each portion of the meeting. Buck Dollarhide volunteered to be the Elections Chair with Andrea Drain-Langston to be the Elections Moderator. Mike Smolen volunteered to be the Bylaws Voting Chair with Jeff Southwick to be the Bylaws Voting Moderator. Chairs to run and direct that portion of the meeting and Moderators to assist with facilitating activities related to that portion of the meeting and to assist with keeping track of conduct of business.

Discussion on open positions available for election. Five (5) openings will be available and presented to the membership for the election. Board members encouraged to recruit members, as we do not currently have five (5) candidates.

Discussion to have members fill out survey which enters them to win a free class.

**Policies** – Discussion covered in committee reports.

### **New Business**

**Appointment of new Board member** – Rob Ponce was nominated and seconded in previous, October 19, 2015, meeting. Daisha Pennie made a motion to appoint Rob Ponce to fill the remainder of Illene Ozment’s term on the Board. Motion seconded and all in favor.

Full Board of nine (9) members reached.

### **Public Comments**

### **Next Meeting/Adjournment**

Meeting adjourned at 7:20pm

Membership meeting is November 15, 2015 at 11am

Next meeting is regular meeting, December 8, 2015 at 5:30pm.