

APPROVED

Molokai Arts Center
Board Meeting Minutes
December 12, 2013

Call to Order: The meeting was called to order at 10:07 am at Coffees Of Hawaii

Attendees: Dan Bennett, Board President
Greg Kahn, Board Vice President
Emillia Noordhoek, Member
Kathy Tachibana, Member
Elizabeth Johnson, Acting Secretary
Roberta Cross, Guest

Minutes: The minutes of November 14, 2013 as amended in Draft 2 were unanimously accepted. The approved minutes will be emailed to Kathy T for posting online.

Financial: Kim has emailed the financial report to all Board members. Emillia reported that MAC holds \$107,317.45 assets and cash. Our net income is \$35,000.00. About \$3,000.00 was made on the plant and pot sale. Sales continue to be made. There is \$4,281.82 left from the grant money for kilns, which will go towards kiln supplies for the wood and gas kilns including the pad. Matt is doing a quote and ordering supplies. This has to be spent by the end of the year and is kiln specific. The financial report as submitted was unanimously accepted.

Grants: **1. Friends of Hawaii:** This grant is for \$5,000 and is due the end of January, 2014. It is specifically for program and materials, and cannot be used for administration or operating costs. This grant has already been written as we have received this grant previously. It is a matter of updating the previous grant application. We must decide what to ask for. An additional electric kiln was suggested. Emillia suggested that Kim or Kathy might be willing to write this grant.

2. Creative Placemaking: This grant is for \$500,000 for building and land. The grant application has been accepted, based on Kim's letter of intent and the application can be amended/fine tuned until February 15, 2014. You can continue to update the business plan.

3. Atherton Grant: This grant is to be used for salaries. We will be notified by the end of the year if we are to receive money.

4. Aloha for Hawaii Charities: This organization has offered MAC booth space at the Sony Open, on Saturday January 11, 2014. Someone has to be there to set up and man the booth, so it would require transportation and overnight accommodations. We have to let them know if we are accepting. Roberta will consider attending. You cannot solicit donations, but the benefit of attending is that you get a list of names and emails

of people capable of paying to attend the Sony Open. We need to explore the rules of attending this event.

Old Business:

1. Gutter and roof repair: Matt is submitting the materials list to Shannon Au, so that he can order the materials. This includes materials for the 6 ft x 6 ft pad for the new kiln.

2. Soup 'R Bowl: The date is March 1, 2014. Raiatea is not available for entertainment, but has donated a box set of CD's for sale. Bob and the community group, Kaleo Bishaw and Kanoho Helm and their respective groups have confirmed. The deposit has been made to the Molokai Community Health Center, and this needs to be checked on. Emillia, Dan, and Greg are the committee. People are already making bowls. It is a good time to make as many bowls as possible to fire up the new kiln. We begin selling tickets in February. Maricel will sell from Take's, and we can do a Saturday morning market sale. There was discussion as to whether the tickets should be \$20 or \$25. This was tabled until January. The capacity of the Community Health Center will determine how many tickets we sell.

3. Strategic Plan Draft: Roberta is working on completing the strategic plan. It should be ready to submit back to Kathy T in about 2 weeks, and she can circulate it to the board.

4. Molokai Schools Arts Program (MSAP): There will be a meeting with the school representatives on January 27 at 3:00 pm at the DAGS office. Three principals have confirmed. Dan, Audrey, and Lydia will be meeting to do a project description, decide on the responsibilities of the school and MAC, and create a list of local artists that will be willing to teach.

5. Expansion of MAC programs in after school classes: The Middle School has received \$45,000 for salaries for after school programs at the High or Middle schools. Emillia will be meeting with Lyn Bonk next week to finalize curriculum. We can do visual or 3dimensional arts. Emillia is considering a sculpture class or drawing and painting. It was recommended that we use the School's grant money for supplies before using MAC funds.

6. Visiting Artist Workshops:

(a) Donald Sunshine is due back soon.

(b) Helen is assisting Ginny Hogan with the paper making workshop scheduled January 27, 2014. They will be asked to advertise and cover the PR including an article in the newspaper.

(c) John Wordin is confirmed for a colored pencil drawing workshop in February. Dan has asked John to get with Emillia to order supplies.

(d) Kiln Building. The kiln kit is on the way. Dan has donated 700 bricks from his old kiln. Other supplies are coming from Honolulu, and will be ordered by Emillia. The kiln

is a Catenary Arch and Emilia showed pictures of what it would look like. The door will be bricked, although Dan said that a swing door was a “big bonus”. Insulation bricks are being ordered for the chimney to cut down on smoke, and a spark arrester will be installed. The kiln will be roofed.

(e) Shannon Sullivan will do a workshop on casting forms and wood fire on Jan. 5-7. The plaster has been ordered. The advertising has yet to be done.

(f) Emilia has contacted Jennifer Owen, a teacher at MCC. Emilia suggested that she teach us salt firing, and will contact her about doing a future visiting artist workshop.

7. Pot and Plant Sale: We earned around \$3,000 with little overhead. One hundred and sixteen people signed in and there was probably about 20% who did not sign in. Fifteen volunteers assisted. There are some plants and pots yet to be sold, and this will be done Saturdays and while anyone is at the studio. Considering those who did not sign in and the volunteers it is estimated that 145 people attended.

8. Mural: The mural legend is completed and installed. The sign cost \$75. This project is now finished.

9. Other:

(a) Board members can make their individual donation through the Friends of Hawaii Charities. There has been an email telling how to do this. Board members should email Kim so she knows.

(b) Friends of Hawaii Charities will not provide a list of donors, but they will provide a running total with a date stamp.

(c) Kathy T has prepared a letter to be sent to our mailing list about donating to MAC through the Friends of Hawaii Charities.

(d) MAC needs a bookkeeper. A development director can be tied into a bookkeeping position and then could morph into an Executive Director position. The development director will pay for itself. Em and Greg will work on a job description for the next board meeting.

New Business:

1. Molokai Middle School Garden Club Project: This is being organized for next year. Nothing will happen until then,

2. Report from COH Board regarding Mac space expansion: Utilization of the big warehouse is a go. It is approximately 2,000 square feet. Cost can be negotiated based on infrastructure, water and electricity costs, and other factors. These costs have not been discussed yet. Dan will get back to Maria in a month or so.

3. Restructuring membership classification: Greg is proposing 5-6 categories of membership; student, friend, family, patron, benefactor (corporate). The higher tiers get whatever the lower ones get. There was discussion on having a professional membership. There are many issues of monitoring, honesty and self identifying, costs of

production, and selling the product (private vs. ETSY). There will be more discussion on this.

4. Paid Intern/Instructor for Saturday Kids Classes: Two students from the MCC class have expressed interest in teaching the Saturday morning class. It is hoped that they be hired as interns and paid \$12.00 per hour for 10 hours per week. They would be hooked up with AmeriCorps for additional hours. In addition to teaching the Saturday class, they would assist Kathleen with studio management duties.

5. Interns and AmeriCorps: Dan and Kathleen will talk with Siri Anderson regarding using AmeriCorps volunteers.

6. Other:

(a) Artist member show. Dan suggested that next year we could present awards, for example “best of show”.

(b) Kathy T resignation from the Board. Kathy has submitted her resignation from the MAC board. Elizabeth was asked to write a letter accepting the resignation.

(c) Another Board member. Lil Macmillan was suggested as a board member and possible Treasurer. Dan will ask her.

(d) Both Dan and Emillia expressed that they wished to resign from their respective offices.

(e) Dawn is expected back in February.

(f) The next MAC board meeting is January 16 at 10:00 am at COH.

The meeting adjourned at 11:43 am

Submitted by:

Elizabeth Johnson, acting secretary