

**Molokai Arts Center
Board Meeting Minutes
June 15, 2017
Molokai Arts Center**

Meeting Attendance:

X Greg Kahn X Daniel Bennett X Beth Johnson
X Joyce Haase X Josiah Ching X Paula Scott X Brandon Jones Executive Director
Guest(s):

Call to Order: The meeting was called to order by: Greg at 3:36 pm

Action Items

Approval of May 2017 Minutes moved by: Dan Seconded by: Paula
Carried: unanimously
Approval of Financial Report: moved by: Beth Seconded by: Josiah
Carried: unanimously

Information

Accountant update: Kim Markham interviewed Aaron and wrote up adjustments and letter of engagement for services. His rate will be \$450/month

Loaning Supplies: all loaned supplies will need to be checked through the Studio Manager.

A

policy will need to be drafted that should include checkout and return date. Loaned supplies only to other Non-profits, community help and current MAC members. Terms will include returning items to MAC location.

Pot sale (aka Pant & Pot Sale): Date slated for Dec. 9th here at MAC. Early entry at 8 am for MAC members and 9 am for the general public. Allow current MAC members to sell their art there (sign up deadline is Nov. 25th). Food is pot luck. Anyone who wants to sell food must show health permit was pulled for the event. Game plan is to also introduce concept for new art center and building fund. Membership table will be set up.

Art Bar: Kari Haglar's name was thrown in there as someone interested in teaching. As Hotel Molokai's restaurant reopens, Joyce will then start pursuing real dates to work with for Art Bar Events. Josiah also has potential teacher named Joshua.

Visiting Artist: Ava Fedorov (an installation artist) will also be doing an Art Bar event/workshop. Greg will follow up with her and another installation artist, lolani. Targeted dates are fall (Sept/Oct) and school visits will be part of the plan.

Molokai Community Health Center: as the reception venue for the annual member show. Will also include students that MAC funds programs for at Molokai High School. Will also ask artists, Ava and James Jack to leave work to exhibit along with exhibiting work done at the Hawaiian Arts programs.

Financial Report: (Dan) date generated: 6/14/2017

Opening Balance (per accountant) 4/30/17		\$42,712.17
Outstanding Invoices (MMS,MHS Grants)	\$5,381.75	
Deposits in May	\$5,662.39	
		\$53,756.31
Expenditures in May		
Salaries for executive director, studio manager, volunteer coordinator	\$4,260.00	
HA program executive director		
Salary for Kupuna Program	\$80.00	
Accounting	\$449.08	
Rent and Utilities	\$1332.21	
Studio Supplies and Soup 'R Bowl	\$345.24	
HA Program (KHM costs)	\$227.80	
MMS/MHS grant payments	\$1524.32	
Total Expenses in May		\$8,751.53
Estimated Adjusted Balance 6/4/17		\$45,004.78

President's Report: (Greg) Aloha For Charities luncheon attended in May. With what MAC raised and AFC matching at 72%, MAC received \$18,148.03. A request has been made to obtain the roster of who donated to AFC on MAC's behalf so that a proper 'thank you' can be sent out.

Executive Director's Report: (Brandon)

- Aloha for Hawaii Charities check received: \$18,148
- Friends of Hawaii grant for clay and studio supplies awarded and received: \$5,000
- HTA first installment FINALLY received: \$5,000
- Hawaii People's Fund grant awarded and received: \$1,600
- OHA invited us to apply for some extra funds they had. Kilia requested \$1,000.
- FIUF grant application submitted: \$1,500 for Bob's music program.
- FLEX grant application submitted: \$20,000 for general operating costs.
- Paula's printmaking class on track for 6/29.
- HA Program He Lawai'a net making class (1of 3) happened 6/13.
- James Jack needs one month to stay for his artist in residency (needs a place to stay and a car)
- Paul Theroux (well known writer) is also a possibility
- Another installation artist who has her work in SEATAC (hanging mobile) wants to come next year. MAC needs a conceptual proposal.

Committee Reports:

Communications (Paula): MAC email inbox in the process of being conquered (lots of emails that go back more than 4 years). Constant Contact should be done by way of getting all emails entered into the contacts list along with creating a template by the next meeting in July. Will still need to work on creating a new 'brochure' (rack card). Will be working with Brandon on that.

Paula also asked the board members to think about a positioning statement (one sentence) that is much like a slogan that can be used to help 'brand' MAC. And to think about if the current logo could be updated and if a separate logo should be created for the annual Soup 'R Bowl, Art Bar and Plant sale events.

Hawaii Craftsmen ASJE (Paula): calls for entry is from Sept 1 to Oct 1st via Cafe. Paula will photograph work for those who want to enter but can't photograph their work on Sunday, August 13th from 1-4 pm at her studio in Kalae. Will need help to check people in and run items to be photographed to the studio space. Brandon will run the press release to appear 2 weeks before Aug. 13th. Dan will help at the site that day (will need at least one other person). Hawaii Craftsmen ASJE reception is Oct. 24th from 6:30-8:30 pm at the Honolulu Museum of Art School.

Unfinished Business: none

New Business:

HCASJE (?)

Dan: 1) insurance is due and 2) report on Volunteer coordinators and creating a list. He has been forwarding all volunteer info to Kanoë Dudoit to compile.

Request was also made to create a list of MAC partnerships.

Dan also has a visiting artist-Kris Vemeer (fused glass) Arrangements pending. Also has Jennifer Owen from UHMC who will do workshops for \$100 honorarium and can possibly teach 2 more art courses at UHMKK campus: 3D Sculpture and Vessel making. These 2 courses will alternate semesters starting with Spring 2018.

Next Board Meeting: Thursday, July 13th at 3:30 pm.

Adjourn: Moved by: Dan

Seconded by: Beth

Time: 5:26 pm

Submitted by: Paula Scott