

**Richmond Art Center  
Minutes of Board of Directors Meeting – August 20, 2015**

Members present: Danny Aarons, Anna Blackman, Susan Brand, Inez Brooks-Myers, Donna Brorby, Alisha Fowler, Sue Hartman, Matt Jacobson, Bernadette Jones, Connie Tritt, Susan Wittenberg  
Members Absent: Edric Kwan, Ellengale Oakley, James Wheeler  
Staff present: Rebeca Garcia-Gonzalez  
Others Present: None

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Handouts distributed at or emailed prior to the meeting:

- 1) Board meeting agenda for August 20, 2015
- 2) Minutes of Board of Directors' meeting, July 23, 2015
- 3) July Financial statements (Balance Sheet, Profit and Loss statement)
- 4) Compilation of Directors' Evaluations of Board
- 5) Staff Responses to the August 15 Board and Staff Retreat

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1. **Announcements/Introductions.** Cristina Haley and Rachel Schaffran introduced themselves and the board introduced themselves to the new staff.
2. **Approval of the minutes of the July 23, 2015 meeting.** Inez made the motion to accept the minutes as presented.

**Motion:** *I move that the Board approve the minutes of the July 23, 2015 board meeting, as circulated in draft (with one edit).*

Susan Wittenberg seconded the motion. Anna Blackman abstained. The motion passed.

**3. Treasurer's Finance Report**

Connie Tritt, Treasurer, presented the July 2015 financial statements. Since there is only one month of record-keeping reported, there were only a couple of numbers that were discussed in detail.

**4. Executive Director's Report**

Rebeca Garcia-Gonzalez, Deputy Director, reported on the feedback from the Board/Staff retreat that took place on August 15, 2015 and handed out a summary from the staff. She also reported on her progress on the HR Audit that was performed by Visionova. The Board asked Rebeca some questions related to her job responsibilities and the needs of the organization relative to Human Resources.

**5. Committee Reports**

Development - James was not present to report. Donna reported on meetings of the Development Committee and plans for the major gifts campaign, including the need for board members to identify new potential donors. Susan Wittenberg reported that James has

identified another foundation for the Art Center to apply to for a substantial grant for facility renovation, the Valley Foundation. She is working with him to prepare for drafting a grant application for this organization. James met with a former colleague of his, who suggested this foundation.

**6. Old Business:**

Donna Brorby, President, reviewed the highlights of the Board's self-evaluation in June, 2015. Inez Brooks-Myers reminded others of Matt Jacobson's idea that we might receive value from an advisory board. Several board members present at this meeting supported that idea. Donna Brorby asked those present to bring names of potential Advisory Board members to the next meeting.

Donna Brorby, reviewed the format of the organization's participation in the Solano Stroll. She solicited volunteers from the Board to participate.

**7. New Business:**

Connie Tritt, Secretary, collected signed board contracts, conflicts and ethics forms from those board members present.

**8. Adjournment:** The meeting was adjourned at 7:30 pm.

Bernadette will bring snacks next time.

**Upcoming dates:**

September 12, Saturday, 5:00 – 7:00, Fall Exhibition Body As Agent Opening Reception  
VIP reception at 4 p.m.

September 13, Sunday, Solano stroll (board volunteers have been requested)

September 20, Sunday, 1:30 p.m., Curator's Walk Through Body As Agent exhibition

October 10, Saturday, 10 – 4:30, Body As Agent Symposium (\$25 members, \$35 nonmembers)

October 24, Saturday, 1 – 3, Skeletonfest

November 1, 1:30 – 2:30, Body As Agent Artists Talk and Slide Show

November 8, 1:30 – 3:00, Body As Agent Dance Performance and Tea (Patricia Bullitt)

November 15, 1:30 – 3:00, Sewing in the Gallery (Body As Agent event, with Hauptli and Mah)

November 15, 3:00 – 5:00, Body As Agent Closing Party

December 5, Saturday, 11- 3 p.m. Holiday Arts Festival

December 5, Saturday, 5:30 – 7:30, Special Evening Live Auction Event

Board Meetings, 3rd Thursdays 5:45 p.m., Executive Committee meetings 2<sup>nd</sup> Thurs 4:30 or 5:30 p.m., depending on other meetings.