

**RICHMOND ART CENTER
BOARD OF DIRECTORS MEETING
February 15, 2018**

Location: City of Richmond Conference Room, 450 Civic Center, Richmond, CA
Called to order: 5:45p.m.

Members Present: Sarah Antonich, Susan Brand, Inez Brooks-Myers, Donna Brorby, Marguerite Thompson Browne, Stephen Nomura, Sabina Li Pan, Carlos Privat, James Wheeler, and Hertha Sweet Wong.

Members Absent: Phil Linhares, Danny Aarons, Juliann Martinez, Karen McKeown

Staff Present: Ric Ambrose, Catherine Millar

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Handouts distributed at or emailed prior to the meeting:

- 1) Board Meeting Agenda
- 2) Executive Director's Report
- 3) Financial Reports
- 4) Minutes of January 18 meeting

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1. Announcements

Inez thanked board members for submitting their time-sheets to Jeremy.

2. Approval of minutes

Minutes of the January 2018 meeting stood as distributed and were approved.

3. Treasurer's Financial Report –Sabina Li Pan

Sabina presented financials for RAC, comprising: P&L Statement (income areas of budget) and the Balance Sheet were distributed, along with a listing on Temporary Restricted Funds. Stephen Nomura asked if T-bills had been purchased. Ric Ambrose indicated yes.

4. Executive Director's Report – Ric Ambrose

a. Funding/Development

Unrestricted revenue met annually goal early following a generous gift from the Oakleys.

Ric met with Savin to begin discussions of continued support for Exhibitions and one-time gifts to an Exhibition quasi-fund and the capital campaign. "More on this to come" said Ric.

Rachel, Catherine and Ric met with the Scully Foundation, , the Chamberlin Family Foundation and the Savin Foundation

b. Staff

An Art in the Community Coordinator has been hired thus completing the staffing in that program. Her name is Chandna Agarwal. First round interviews for an Exhibition director are being held. Ric expects the new Exhibition Director to be hired in March.

C. Programs

Exhibitions

The Art Center had a successful reception for the three winter exhibitions on Feb 3rd. Over 80 artists and guests participated in the The Art of Living Black's Artists' Talk and nearly 600 attended the reception following the talk.

Studio Art

We had the most successful registration for a quarter this Winter. There is a good chance we will make our annual studio tuition goal with the spring quarter registration.

Anna Speaker and Nisa Sanders have already assembled the summer camp program so that parents can register their children earlier. This is the first time we have had our summer camp program completed this early in the year with registration available now. This year's camp includes nine weeks of one-week-morning and afternoon classes (compared with six weeks last year.) Parents may also use the early morning drop off and late pick-up to accommodate their work schedules for all day classes.

We are revamping our youth tour program to include items for children to take home to share with their parents about the Art Center including a coloring book and related information about the exhibitions and programs at the Art Center. Both Anna and Nisa have made significant progress in working with Julie in branding the program and making new connections with our teachers and students.

Facilities

In the next few weeks, new directional signage will be installed. We have also removed unwanted items from several studios, and in the next two months, we will be reorganizing the Resource Center into a hybrid of a meeting and classroom space.

Endowment Fund

In the next few weeks we will be assembling the current (Board President and Treasurer) and recent Endowment Fund trustees, Virginia Rigney, John Toki Eddie Downer, to talk about restructuring the current Endowment Fund, replacing the corpus with new terms and conditions.

5. President's Report – Inez Brooks-Myers

Inez reported the Endowment Fund Trustees will meet in February. Inez impressed upon Board members that their attendance at Art Center events is part of their duties.

6. Committee Reports

a. Development – James Wheeler and Catherine Millar. James reported that the February Thankathon was the most successful in reaching donors by phone. Former board member Susan Wittenberg, when reached, sent greetings to the board.

The first Ambassador's Circle and Leadership event will be held February 25. This event will be invitation-only for Ambassador's Circle and Leadership Society members. Per Inez, Board members are encouraged to attend and reach out to members of the aforementioned groups, solidifying relationships.

Catherine reiterated the news that fundraising is doing well.

b. Exhibition– Marguerite Thompson Browne. Marguerite stated that the committee had not met recently. Ric announced that the Spring Exhibition of the "Barnett Collection" has been canceled. Ric is meeting with Phil Linares to find a replacement exhibition.

c. Marketing—Susan Brand. Julie Sparenberg and Anna Speaks ramped up Summer Camp registration for an earlier registration period. They also are developing new take-ome materials for students. A new Teen Art Lab will also begin for summer.

Internal signage is ready to be installed.

Spring event designs are near finalization.

The online survey is more than half-way done. Pogo Park door to door surveys will take place on Feb. 20.

Michelle Seville will be sending surveys to City of Richmond employees.

d. Nominating—Sarah Antonich

The Nominating Committee met to develop strategies to discover new board members that will be matched with Art Center needs. Several board members along with Ric Ambrose will attend a Board match event in SF. on March 8th.

e. Education— Hertha Sweet Wong

Hertha announced that the Education Committee will have its first meeting in February and seeks members to join the committee.

Ad Hoc Committee: Spring Event – Donna Brorby and Sarah Antonich. Planning for PARTY Richmond continues apace. Board members were urged to find auction items. Donna asked board members to buy tickets for themselves and friends.

7. Old Business

None

8. New Business

a. Marguerite Thompson Browne volunteered to bring snacks for the next meeting March 15.

b. It was MOVED to adjourn the meeting with a SECOND. PASSED 11/0/0.

The meeting was adjourned at 7:05 p.m.

Upcoming Dates:

February 17, 2018 (Sunday) 2:00 - 4:00 pm, Panel Discussion, The Cutting Edge

February 25, 2018 (Sunday) 2:00 – 4:00 pm, Invitation only lecture by Camille Ann Brewer

March 15, 2018 (Thursday) 5:45 – 7:45 pm, Board Meeting

April 14, 2018 (Saturday) 5:30 – 9:30 pm, P-Art-Y Richmond

Submitted by James Wheeler for Karen McKeown, February 16, 2018