

RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING
Feb 21, 2019

Location: 450 Civic Center Plaza, Richmond Room.

Time called to order: 5:45 p.m. Time adjourned: 7:42 p.m.

Members present: Danny Aarons, Inez Brooks-Myers, Patricia Guthrie, Roshni Kavate, Phil Linhares, Sarah Antonich, Marguerite T. Brown, Hertha Sweet Wong (via phone), Juliann Martinez (presiding), Stephen Nomura, Carlos Privat, Sabina Li Pan, James Wheeler, Owen Serra. Staff present: Richard Ambrose, Catherine Millar

1. Announcements/Introductions:

Submit time sheets monthly to Jeremy Millsap through:
<https://docs.google.com/forms/d/e/1FAIpQLSeldpmWkeIrnDA2UMy5Bj05jsTf4TYDSIYMS9yF0zgVt6KiLw/viewform>. This includes all RAC related events, openings, committee meetings and board meetings.

2. Minutes from October Board meeting were approved with changes.

3. **Treasurer's Report:** Sabina Li-Pan presented the financial report, \$13,000 under budget so far this year due to new development staff member starting later than expected. The balance sheet reflects stable assets of about 1 Million dollars, the assets are stored in 250 K amounts in several bank accounts for safety. The previous endowment charter has been dissolved, a new charter will be drafted in March.

4. **Executive Director** Ric Ambrose presented his report, over 600 people attended the Art of Living Black opening. 120 artists entered the show this year, another reception is organized for the closing on March 8th. Analysis of student geographic location was conducted which showed 49% are West Contra Costa residents, 41% Alameda County, and 10% from other cities. 34% of enrolled studio students are from Richmond, followed by Berkeley at 19% and Oakland at 15%. Meetings were conducted with teaching artists to review the new Studio Operational Manual.

5. Juliann Martinez presented the **President's report** on behalf of Hertha Sweet Wong, Strategic Plan will be finalized in early March. Staff salary ranges will be reviewed in March, and today we will discuss the revised Bylaws.

6. **Committee Reports:**

Sarah Antonich of the **Development Committee**, presented the new Development Committee charter will be presented for Board approval in March. Reviewed preparations for Part Richmond on April 13.

James Wheeler of **Nominating Committee** requested Board members to email him information about prospective Board members.

7. **Old Business:** none

8. **New Business:** Revised Bylaws were presented to the Board for review, the amendments were partially reviewed and will be completed at the next meeting in March. Bylaws will be presented to Members at the next meeting this summer for final approval.

Ric Ambrose to provide snacks in March

9. Meeting adjourned at 7:42 pm