

RICHMOND ART CENTER

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Minutes of the Board of Directors Meeting ~ March 10, 2020

Location: Richmond Art Center, Richmond, CA, Main Gallery

Called to order: 6:00 p.m. by Patricia Guthrie

Members Present: Danny Aarons, Sarah Antonich, Donna Brorby, Marguerite Thompson Browne, Patricia Guthrie, Stephen Nomura, Carlos Privat, Jocelyn Robinson, James Wheeler

Members Absent: Roshni Kavate, Phil Linhares, Owen Serra

Staff Present: Michele Seville

1. Approval of minutes

Minutes of the February meeting were not available to review and approval was postponed to the April meeting.

2. Presentation by Consultant, Maureen Benson

Ms. Benson outlined and discussed the findings of a Workplace Audit she conducted in accordance with the Art Center's Strategic Plan. There was a substantial Q&A session focusing on staff's vision and desires as well as how the findings inform the search for a new RAC Executive Director.

It was noted during the discussion that staff is in the process compiling a similar questionnaire for the Teaching Artists.

Beyond the content of her report, Ms. Benson offered two recommendations; a. That the Art Center should create clear goals for staff, the board and for the incoming executive director and b. The board and management should revisit the 5 Year Strategic Plan in light of her findings, integrate them in the job requirements for the incoming Executive Director and that we revisit the Strategic Plan often with a view towards her findings.

Patricia suggested we reserve time at the next Board Meeting to discuss the board's response to the report.

Donna advised that we make the candidates for Executive Director aware of the report and the Board response to it.

3. Executive Director's Report

Michele reported on her conversation with Richmond's new City Manager, Laura Snideman. Topics covered included the nature and history of the RAC, city grants and the RAC's relationship with the City overall. Michele feels it will be a cordial and supportive relationship.

In light of the the novel corona virus spreading worldwide, Michele asked the board to develop policies for sick days, changes to class schedules, possible refund policies, etc. The policies should be consistent with County guidelines. She outlined preliminary staff responses such as studio teachers asking students to wear gloves while at the RAC.

4. ED Search Committee

Donna and James discussed the committee's March 10 report. In brief, the Executive Director position has been advertised on 8 sites and on the Art Center website. 52 applications have been received so far. James outlined the interview process and noted that 18 were interviewed there are 8-10 applicants who will have second interviews. They plan to propose 3-4 finalists for Board review.

Donna commented that the committee will share staff feedback and the Workplace Environment Audit with candidates.

5. Development Committee

Sarah reported on current fundraising and grant activity. The committee has several new initiatives under discussion and will have a report shortly. They are factoring the coronavirus crisis in the planning. They are discussing new community outreach

opportunities and opportunities with Juvenile Justice programs in the area.

Michele reported on progress with the Birdwell Foundation. They met last week at the RAC with 2 of foundation people. Another meeting is planned March 25 to review the foundation's survey results.

On 3/11, Catherine Millar, RAC's Director of Development and Michele Seville will meet with the foundation and meet the other candidates.

6. Exhibitions Committee

Marguerite reported that the committee is considering making the Membership Show a juried event. Participation in the show is open-call now and it is becoming unwieldy.

They are also discussing the logistics of holding a student show.

She informed us that the next show will open 3/28. It's a solo exhibition for Dewey Crumpler.

Last, an exhibition of the work of Emmy Lou Packard is being planned for Fall 2020.

7. New Business

Donna will bring snacks for the next meeting on April 16, 2020.

The meeting adjourned at 7:57 PM.