

**RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING ~ April 16, 2020**

Location: Virtual zoom call

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

Members Absent: Roshni Kavate, Phil Linhares, James Wheeler

Staff Present: Michelle Seville, Catherine Millar

Pat greeted everyone and called the meeting at 5:55.

1. Approval of minutes

Jocelyn made a MOTION for approval by the full board, SECOND by Marguerite. There were no opposed and one abstention (because the member had not been present at the previous Board meeting). The motion PASSED 8/0/1. Minutes of the April 2020 meeting were approved without changes.

2. Treasurer's Report

Jocelyn reviewed organizational financials. She noted that membership has declined in part due to COVID19. She said that it had been determined to pay staff through the end of June even while the art center is closed. The finance committee is reassessing organizational finances monthly and the impacts of COVID19.

3. Reports and Announcements

Interim Executive Director's Report

Michelle Seville presented her report, which included strategies to move resources online. Michelle Seville had laid off the marketing director and assigned Amy Spencer to take on website and marketing efforts until a new marketing director is hired. She said that the teaching artists have discussed making their own videos available to the Richmond Art Center website. She added that staff is planning on ways to bring more content to the website as well.

4. Search Committee

Donna provided an updated on the search for a new Executive Director. The Search Committee had narrowed down the selection to a final pool of five candidates. She would follow up with resumes and cover letters for these candidates as well as interview scheduling and instructions for the whole Board of Directors.

5. Development and Communications

Sarah presented an update on behalf of the Development Committee. Catherine Millar and the Committee has been working to cultivate funding relationships during COVID19. They had met with Richmond Art Center funder Gene Savin of the Savin Foundation to discuss contributing to a new fund supporting the Art Center. The Development Committee noted that they would follow up once the fund was created and following the hiring of the Richmond Art Center's new Executive Director.

The meeting was adjourned at 7:45 PM.