

RICHMOND ART CENTER, Minutes  
BOARD OF DIRECTORS MEETING  
April 19, 2018

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

Members Present: Danny Aarons, Sarah Antonich, Susan Brand, Inez Brooks-Myers, Donna Brorby, Marguerite Thompson Browne, Juliann Martinez, Stephen Nomura, Sabina Li Pan, Carlos Privat, Hertha Sweet Wong,

Members Absent: Phil Linhares, James Wheeler

Staff Present: Ric Ambrose, Executive Director; Amy Spencer, new Director of Exhibitions and Curator

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Handouts distributed by email prior to or at the meeting:

1. Board Meeting Agenda
  2. Minutes of March 15, 2018 meeting, 3 p.p.
  3. Treasurer's Report 4 p.p.
  4. Executive Director's Report for April, 2018, 2 p.p.
  5. Executive Director Self-Assessment July 2017--June 2018, 4 p.p.
  6. RAC Executive Director's Annual Assessment 2017-2018, 5 p.p.
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1. Announcements

Board members should send their volunteer hours to Jeremy Milsap volunteer coordinator.

2. Approval of Minutes

Minutes of the March, 2018 meeting were amended and approved.

3. Treasurer's Report--Sabina

Sabina reported that the Center has liquid assets to cover eight-months of expenses. Six-months of coverage is typical for non-profits.

Ric commented that there has been an increase in net (restricted funds).

4. Executive Director's Report--Ric

ECIA GRANTS gives small grants to fund adult programs at community centers. Chamberlain Foundations is scaling back its support for AIC. RAC to ask for \$10K. pARTy Richmond was a success. Ric discussed scholarships for summer camp.

There was discussion about the strategic plan/mission statement that is in the works. There will be future work done on the plan/mission. The RAC staff will

work with Hertha, Stephen, and Anna Blackman (former board member). An outside facilitator is to be hired.

5. President's Report--Inez

Trustees met on March 17<sup>th</sup> (Virginia Rigney, Eddie Downer, Sabina Li Pan, Inez. Absent: John Toki). It was agreed to not end the Endowment Fund. Trustees agreed to serve until the following dates: Virginia Rigney (1 year), Marcia Hataye (2 years), Byron Brown (3 years), James Melchert (4 years), Carla Dellazoppa (5 years).

6. Committee Reports

a. Development

Ric reported for James Wheeler. There will be a reorientation based on the pARTy fundraising success. Increased membership will be stressed.

b. Education

The committee will meet in the next three weeks.

c. Exhibition

The committee did not meet since the last board meeting.

d. Marketing—Susan Brand

A designer will volunteer his services to promote RAC activities.

Julie Sparenberg is working on the promotion of the AIC program.

e. Nominating—Sarah

The committee did not meet since the last board meeting. Will meet with prospective board members and will put forward names at the next board meeting.

f. Ad hoc –Donna

Will meet again to review the pARTy fund raiser: what can be improved, what worked.

7. Old Business

None

8. New Business

There was discussion about the new lease. Donna and Ric reported that the City of Richmond again has offered a fifty year lease on the terms that they thought had been offered before, that they think are acceptable and the best that can be negotiated for the Art Center. The City's most recent proposed lease provides for a fifty year term, rent starting at approximately \$25,000/year (\$1/sq. ft) with increases tied to the cost of living index and the City's retaining responsibility for utilities and maintenance of building systems. As has previously been described, the lease makes the Art Center responsible for ensuring that the facility complies with the law. The lease is less advantageous for the Art Center than the last lease, but much better than what the City sought from the Art Center in the course of the negotiations since the expiration of that lease (rent plus utilities and broad

indemnification). Donna made the following motion:

“I (Donna Brorby) move that the Board authorize the Board President and/or the Executive Director to execute the lease now offered by the City of Richmond for the Art Center facility, as has been described.”

The motion was seconded and approved by unanimous decision.

There was a motion to pay teachers unable to teach Spring session due to the plumbing problem fifty percent of their salary and to offer a ten percent discount to student affected (to be used by the end of the 2018 fiscal year).

The motion was made and seconded and passed with unanimity.

Hertha will bring snacks.

#### 9. Director Evaluation—Juliann

As part of the Director’s evaluation, Ric reported that the staff effectively dealt with both the plumbing problem and organizing the fund raiser. There have been six consecutive years of a balanced budget. Jobs at the Center have been consolidated.

#### Director Evaluation (Executive Session)—Juliann

The Board was directed to fill out the Executive Director’s Annual Assessment 2017-2018 and return by May 3.

#### 10. Upcoming Dates

May 12, 2018 (Saturday) 12:30 – 3:00 PM, AIC Family Reception & Spring Family Day

May 17, 2018 (Thursday) 5:45 – 7:45 PM, Board Meeting

June 9, 2018 (Saturday) 3:30 – 5:00 PM, Members’ Annual Meeting and Election

June 9, 2018 (Saturday) 5:00 – 7:00 PM Exhibition opening receptions

June 21, 2018, (Thursday) 5:45 – 7:45 PM, Board Meeting

Submitted by Stephen Nomura

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