

## **RICHMOND ART CENTER MINUTES OF BOARD OF DIRECTORS MEETING:**

**July 19, 2018**

Location: Richmond Room at City Hall. Time called to order: 5:45 p.m. Time adjourned: 7:45 p.m.

Members present: Danny Aarons, Inez Brooks-Myers, Patricia Guthrie, Roshni Kavate, Martha Lightcap, Phil Linhares, Juliann Martinez, Stephen Nomura, Owen Serra, James Wheeler, Marguerite T. Brown, Hertha Sweet Wong (presiding).

Members Absent: Nare Aleksanyan, Sarah Antonich, Sabina Li Pan, Carlos Privat.

Staff present: Richard Ambrose, Executive Director. Others present: None.

1. Announcements/Introductions: The Board thanked outgoing Board President: Inez Brooks-Myers. James Wheeler, Matt Jacobson, and donors who matched their funds were also thanked. Welcomed new Board members: Nare Aleksanyan, Patricia Guthrie, Roshni Kavate, Martha Lightcap, and Owen Serra. The Board members then introduced themselves.
2. Strategic Planning Committee to be launched July 26, the committee will include Hertha Sweet Wong, Stephen Nomura, Ric Ambrose and the RAC staff. Six sessions to be led by a facilitator with the hopes of a 5-year Strategic Plan to be presented by September 2018.

Submit time sheets monthly to Jeremy Millsap through:

<https://docs.google.com/forms/d/e/1FAIpQLSeldpmWkeImDA2UMy5Bj05jsTf4TYDSIYMS9yF0zgVt6KiLw/viewform>. This includes all RAC related events, openings, committee meetings and board meetings.

1. Minutes from June 21 Board meeting were approved, and the following reports were presented.

4. **Treasurer's Report.** On behalf of Treasurer Sabina Li Pan, Executive Director Ric Ambrose presented a detailed account of the Profit and Loss Budget Performance with the fiscal year ending on June 18th. (See report.)

5. **Executive Director Ric Ambrose** presented his report. The highlight was the netting of \$130,126 in unrestricted income, increasing the year to date unrestricted fund balance to \$875,000. Ric Ambrose to collaborate with the Berkeley Art Center on building effective board relationships and functions. The youth summer camp continues to be a great success with 420 new students, and total summer enrollment of 855 including adults. Impact of summer programs, logistics and facility use will be reviewed with the Education committee. HR committee to explore offering studio membership benefits to Teaching Artists. HR manager conducted sexual harassment training for the RAC staff on July 12, 2018. (See report.)

6. Hertha Sweet Wong, Board President, presented her report.

### **7. Committee Reports:**

James Wheeler, Chair of the **Development Committee**, reported a fundraising plan was created with annual goal of raising \$210,000, an increase in \$50,000 from last year. A VIP reception will be held for the Leadership Society on Sept. 6 to mark the opening of the fall Border art exhibit. Beginning Sept. 30, the Board members will be encouraged to make their annual pledge to meet the goal of raising \$15,000 as part of the annual fundraising plan. *Party Richmond* was a

fundraising success. The Board made a recommendation to hold the party on April 27 to boost ticket sales. The Development Committee meets on the first Thursday at 5:45 pm.

Chair of the **Education Committee**, Hertha Sweet Wong, reported she will stepping down and the committee is looking for a new chair. The committee met in May, and discussed the Studio art program and Art in the Community program. The Education Committee meets every other month.

Marguerite Thompson Browne, **Chair of the Exhibition Committee**, reported Michael Dear curating fall Borders show opening on Sept. 8. Amy, Exhibition Director, working with RYSE youth in building a wall in the courtyard to explore metaphors of borders. *Art of Living Black* expected to be held in January 2019. RAC to invite Stephen and Henry from *Art of Living Black* to discuss strategy for upcoming show with an emphasis on showcasing emerging artists. What Knot?( fiber and textile show), and Lia Cook's exhibit also scheduled to open Sept. 8. On October 6th is a full-day symposium titled *Spun, Dyed, Woven and Tyed*, featuring contemporary textile artists from the Bay Area. Next Exhibition Committee scheduled for Aug 22nd at 9:30 am.

On behalf of Susan Brand (outgoing Chair) **Marketing Committee** updates were presented by Hertha Sweet Wong . There was a noticeable increase in "likes" on Facebook and followers in Instagram. Email campaign directly raised \$6000 and the membership campaign helped bring in 30 new members. New branding statement of "Create art, Create community, Become a member" being used in promotional materials. Committee has discussed having membership drives at local events, publishing a year in review to highlight the work of summer camp and AIC to build excitement, creating awareness campaigns in Richmond neighborhoods, organizing *Sip and Make* events to engage the community. Marguerite volunteered to make RAC branded aprons, tote bags and T-shirts at cost to promote RAC presence.

**Committee on Committees:** Inez Brooks-Myers to review efficiency and best ways to formulate committee functions.

## **8. No Old Business**

## **9. New Business**

Board Members signed conflict of interest forms. Hertha Sweet Wong invited Board members and Ric Ambrose to a party at her house on Aug. 19th from 12 pm-3 pm.

**Motion to provide free membership for Teaching Artists was passed unanimously.**

## **Reviewed Upcoming Dates:**

Fri., July 27, Goodbye to Bill Lindsay, Richmond Auditorium, 6:30-9:30 pm

Thurs., Aug. 16, Board of Directors' Meeting, 5:45-7:30 pm

Sun., Aug 19, Board Members Party, 12:00 pm- 3:00 pm, Hertha Sweet Wong's house

Thurs., Sept. 6 VIP Reception, 5:30-7:30 pm

Sat., Sept. 8, Opening of Califas: The Art of the U.S.-Mexico Borders, Lia

Cook: Inner Traces, and What Knot? 5-7 pm

Sun., Sept. 9. Solano Stroll, 10-6 (Volunteers needed for this event)

Fri., Sept. 14, Back-to-School Community Event, 5:30-8 pm RAC Courtyard

11. Board went into Executive Session

**Action Items**

The Board

**Approved to provide free membership for teaching artists.**

Roshni Kavate to bring snacks to the August meeting.

**Meeting Adjourned at 7:45 pm**