

**RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING ~ June 18, 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, Philip Linhares, James Wheeler

Members Absent: Roshni Kavate

Staff Present: Jose Rivera, Michelle Seville, Catherine Millar

Call to session at 5:50 PM

Welcome and introductions with Board members

1. Approval of minutes

Donna made a MOTION for approval by the full board, SECOND by Jocelyn. There were no opposed and three abstentions (because two members had not been present at the previous Board meeting and one was not connected at this point of the meeting). The motion PASSED 8/0/3. Minutes of the May 2020 meeting were approved with changes.

2. Treasurer's Report

Jocelyn reviewed organizational financials. Jocelyn announced that the Richmond Art Center's Payroll Protection Program loan of \$233k had received an extension as the federal program granted additional time to use the funds. She said that Carolyn Rodkin had estimated only about \$20k would have to be sent back due to the time the RAC was closed. The RAC's bank, Mechanics, suggested the RAC take this approach. Regarding the FY21 budget, Jocelyn planned to work with Jose and Carolyn to derive better assumptions for expenses than had been used in past budgets. Since Jose had recently started, the FY21 budget would likely be finalized and voted on in August 2020. The Finance Committee had decided to commit to continuing full payroll through the second week of July. Decisions regarding operations and continued payroll would be determined in July. The Board discussed the importance of creating a full online curriculum to keep RAC students engaged, teaching artists paid, and revenue to the RAC.

3. Development and Communications

Catherine sent out a report with updated funding commitments and strategy. Development led by her efforts had help surpass the FY19 fundraising goal of \$224k, with \$226k raised as of 6/15/20. She added that approximately \$100k of the RAC's \$300k had been raised to date. The RAC had hoped for \$75-\$100k from the Savin

Foundation by June, but the Foundation had decided to pause and review the RAC's continued operations and leadership of its recently hired Executive Director, Jose Rivera. Catherine added that her team is also working with Mary Keegan to develop a communications strategy. James added that Mary had been very successful in bringing on two chancellors to UC Berkeley.

4. Nominating Committee

James provided an update on the recruitment efforts of the nominating committee. The committee has one potential candidate to bring to the Board in the short term and two more candidates that may be able to be nominated to the Board in the fall. James added that three current Board members have their first three year term expiring, and all three members have agreed to be added to the slate to be nominated to a second term in July.

5. Interim Executive Director's Report

Michele Seville presented her final report as Interim Executive Director. She thanked the Board for the opportunity to lead the RAC over the past several months and added that she had enjoyed worked with Jose recently as he transitions into his role as the RAC's permanent Executive Director. She highlighted the two recent articles on Jose Rivera's new position in *The East Bay Express* and *The Richmond Standard*. Michele urged Board members to reach out to the Richmond City Council to support the art center and continuing the City's role in honoring its MOU with the RAC.

7:00PM: The Board entered executive session.

7:40 PM: The Board ended executive session.

6. Discussion of the future of the Art Center

The Board had a high-level discussion with Jose Rivera of ways the RAC may adapt in the coming months with regard to the impacts of COVID19. Discussion topics ranged from implementing sanitizing procedures to developing full online curriculums to activating public space with art. The Board acknowledged that these conversations will continue to be ongoing at future meetings.

The meeting was adjourned at 7:55 PM.