

RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING ~ October 15, 2020

Location: Virtual zoom call

Members Present: Donna Brorby, Marguerite Thompson Browne, Patricia Guthrie, Danny Aarons, Philip Linhares, Stephen Nomura, Jocelyn Robinson, Catherine Waller, James Wheeler

Members Absent: Sarah Antonich, Carlos Privat, Owen Serra

Staff Present: Jose Rivera

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Call to session at 5:52 PM

1. Approval of minutes

Stephen made a MOTION for approval by the full board, SECOND by Phil. The motion PASSED unanimously.

2. Announcement

Pat reminded the board that a representative of the Mayor has asked for our contact information. We agreed that we would compile a list, get the consent of each board member to disclose that member's information to the Mayor's office.

3 . Treasurer's Report

Jocelyn reviewed organizational financials. Our net operating loss for the fiscal year through September is approximately \$220K. We expected to receive in September, and still hope to receive, approximately \$70K for the first quarter, under our MOU with the City of Richmond. Our PPP loan mitigated our operating losses last fiscal year. We knew we were using our reserve as the COVID-19 closure went on and we retained our staff through September. We have used about \$450K of our reserve and have about \$700K left. The lay-off of 50% of our staff in October will be a significant reduction in expenses beginning in December.

4. Executive Director Report

José had some good financial news: the Art Center's on-line offerings had attracted almost 1300 enrollments bringing in almost \$34,000 in registration fees. The California Arts Council has eased its restrictions on funds previously granted to the Art Center for on-site programming, so we will be able to use the rest of that grant for the programming we can offer now. The Art Center has continued to add to its pipeline of grant proposals (\$330K now, up from about half that much a month ago).

José recommended selling 3 plaques/tombstones by John Roeder to a collector who has offered \$2K. Phil Linhares agreed with the recommendation and the Art Center will go ahead with that sale. Phil Linhares recommends that the other Roeder works be protected, restored and retained by the Art Center.

José and other staff have been preoccupied with matters related to the layoffs. In the coming month, he will focus on program for the rest of the year. An on-line Holiday Arts Festival is being considered.

5. Development and Communications

Sarah was not present. There was a discussion of the status of solicitations of individual donors. This turned into a larger discussion of the role of José and the role of the Development Committee in fundraising for the Art Center. José explained that he is concentrating his fundraising efforts on grants because he believes that he can raise more money that way than by pursuing individual gifts. He expects the Development Committee and the board to do the fundraising from individuals. He has the draft letter that Sarah prepared to be sent to individuals and he and Amy will add details of the Art Center's accomplishments and programs.

6. Executive Session

The Board entered executive session.

The meeting was adjourned at 7:35 PM.

Respectfully submitted,

Donna Brorby, Acting Secretary