

RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING ~ April 15, 2021

Location: (Virtual) Electronic Conference (Zoom)

Members Present: Danny Aarons, Sarah Antonich, Donna Brorby, Marguerite Thompson Brown (arrived late), Patricia Guthrie, Philip Linhares, Stephen Nomura, Carlos Privat, Jocelyn Robinson, Catherine Waller, James Wheeler

Members Absent: Owen Serra

Staff Present: Jose Rivera

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Call to session at 5:48 PM

1. Approval of minutes

Catherine moved the approval of the February minutes, the motion was seconded and passed. James moved the approval of the March minutes, Stephen seconded the motion, the motion passed unanimously. (Marguerite was not present for these votes.)

2. Executive Director's Report

Jose reviewed much of what was in his written report that was circulated before the meeting. He reviewed the past month's major donations and grant receipts and awards. The Art Center's financial condition is good. Membership is substantially down from prior years, fewer than 300, probably because the Art Center has been closed so long by COVID. He reviewed the proposal that he and Michael Dear crafted for the Art Center's courtyard. It is not yet a proposal for the board to act on, rather something he is thinking about. The board is generally favorable, with some board members noting the Art Center's commitment to renovate its entire facility and the priority of remedying ADA compliance issues. Jose reviewed the Art Center's class offerings for the Spring quarter, 55 classes (15 bilingual and 10 intergenerational) including some new classes directed at teens. The Art Center enrolled 408 students in virtual classes January – March 2021, 251 adults and 157 youth; 23 students received partial scholarships. The Art Center is hosting the WCCUSD student art show again this year, virtually of course due to COVID. We also are providing teaching artist classes at to elementary schools with 3 teaching artists. Jose reports that the WCCUSD is pleased with its relationship with the Art Center. The virtual Art of the African Diaspora has been successful. The Art Center continues to provide firing for ceramics on a drop-off and pick-up basis; the Art Center's ceramics manager also consults with community members who ask for advice. The Art Center has partnered with UCB and UCSF on asthma research focused on Richmond (letting them use courtyard). Jose and the board feel that things are going well.

3. Treasurer's Report

Jocelyn provided the board with the monthly financial reports in advance of the meeting, and reviewed those reports with us. Having reduced expenses by the staff reduction last October, the

Art Center is more than covering current expenses with current income (donations, grants included in the term “income” here.)

4. Nominating Committee

Donna reported that the committee has 3 candidates for the slate it will recommend to the board in May (HD, MD and incumbent Catherine Waller who was appointed to fill a vacancy this year), and 2 candidates she has spoken to at some length that she expects the committee will add to its list after the committee interviews them (LV and MZ). The committee has not yet recruited a bookkeeper or accountant who could serve as the treasurer for the Art Center. (Jocelyn is able to do the job in 5-6 hours/month.) This would be a crisis but for the fact that Jocelyn has volunteered to run for a second term and stay on the board for up to one more year, if necessary, as treasurer. The board is grateful to Jocelyn for this. In order to have at least 13 board members next fiscal year, the Art Center will need to have a slate of at least 7. There are 2 additional potential candidates that Donna has had contact with (which is one more than we need to get to 7). Donna asked board members to try to recruit additional potential candidates.

5. Executive Session

Pat called for an executive session. Jose left the meeting. The board had a short executive session concerning the process and forms for the board’s annual ED evaluation to be completed this fiscal year. There were no motions. There will be no separate minutes of this session prepared as there is no confidential information to retain.

The meeting was adjourned at 7:15 PM.

Respectfully submitted,
Donna Brorby