

**RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING ~ JUNE 18, 2021**

Location: (Virtual) Electronic Conference (Zoom)

Members Present: Danny Aarons, Sarah Antonich, Donna Brorby, Marguerite Thompson Brown, Patricia Guthrie, Philip Linhares, Carlos Privat, Catherine Waller, James Wheeler

Members Absent: Stephen Nomura, Jocelyn Robinson, Owen Serra

Staff Present: Jose Rivera

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Call to session at 5:51 PM

1. Approval of minutes

The minutes of the May meeting have not yet been circulated to the board.

2. Executive Director's Report

Jose reviewed much of what was in his written report that was circulated before the meeting. Income was low in May and the Art Center had an operating loss for the month, but that was expected (donations are heavier some parts of the year than others) and the Art Center will finish the fiscal year in the black. The Art Center enrolled 446 students in virtual classes for the fourth quarter of this fiscal year (similar to the number enrolled the prior quarter). There are 100 enrollments so far for summer classes (first quarter FY 21-22).

The Art Center is preparing to re-open slowly. Most programming this summer will be on-line, but there will be a courtyard ceramics class in June. A photo-residency for local youth, funding by the California Arts Council, is being planned. A gallery opening is likely in the not-too-distant future.

José has given the Finance Committee a broad strokes budget for FY 2021-22. This year, the budget likely will be amended more than usual because of the uncertainties attendant to COVID-19 as re-opening is planned.

The cleaning, asbestos removal (from large public areas) and floor refinishing at the Art Center is nearing completion.

José mentioned beautiful expressions of appreciation the Art Center had received for one or more on-line courses, from students outside of the Bay Area (Connecticut and Italy). On-line offerings give the Art Center an opportunity to reach out to audiences around the world.

3. Treasurer's Report

In the board treasurer's absence, Carolyn Rodkin reviewed the Art Center's financials for May 2021. The Art Center's \$233,130.00 PPP Loan was forgiven according to its terms in May,

which is shown as a “federal grant” on the P&L. As of the end of May, the next-to-last month of FY 2020 – 21, the Art Center’s YTD income exceeds its YTD expenses by \$265K.

Carolyn went over the draft approximately \$1M budget that has been given to the Finance Committee for review. After the Finance Committee has considered it, it will be presented to the Board for approval, with the Finance Committee’s recommendation.

4. Old Business

Reviewing the reasons we previously discussed, Pat suggested that the board move its meetings from the 3rd to the 4th Thursday of the month. Donna made the

MOTION that the board do so, James seconded the motion.

Marguerite asked that the board consider meeting on a different day of the week than Thursday. Pat noted that the board could do this, but that was not the motion. Donna noted that board members have been alerted to the possibility of meetings on the third and fourth Thursdays but no other days have been vetted.

The motion passed with 6 yes votes, 1 no vote and 2 abstentions (Danny and Sarah).

5. New Business – Preparing for FY 21-22

Pat announced that she, Carlos and José were preparing a “welcome packet” for new board members that will be on the “board portal.” She announced also that a board retreat was being planned.

Pat proposed as board officers for FY 2021-22: President, Carlos Privat; Vice President, Catherine Waller; Treasurer, Jocelyn Robinson; Secretary, Donna Brorby. Sarah made the

Motion to approve the proposed slate. Danny seconded the motion. The motion passed unanimously.

6. End of FY 2020-21 Farewells

Pat affirmed that she had enjoyed the opportunity to serve the Art Center as a board member and for the last two years as board president and she thanked board members for their support. She turned the floor over to other departing board members and James, Sarah and Danny all affirmed the appreciation of have served on the board and their continuing support for the Art Center. Donna displayed the bowls made by the Art Center’s Ceramics Manager Marisa Burman that the board was giving the departing board members in appreciation for their service.

7. Executive Session

Pat called for an executive session. Jose left the meeting. The board had a short executive session reviewing the evaluation of the ED after his first year. There were no motions. There are separate confidential minutes of this session.

The meeting was adjourned at 7:18 PM.

Respectfully submitted,
Donna Brorby, Acting Secretary