



EXECUTIVE DIRECTOR REPORT FOR FEBRUARY 18, 2021

Greetings everyone! January 2021 was a very good month and good things continue to happen.

First of all, at the opening of the board meeting we will be joined by our new fellow SARAH GUERRA so you can meet her and make her feel welcome. She has already contributed by helping us apply for an innovation grant with NBC Telemundo and with programming ideas. Here is her info. After a brief virtual visit, she will sign-off and we can start the formal board meeting.



We are so excited to announce that Richmond Art Center has been selected as one of ten host organizations for the inaugural California Arts Council's Administrators of Color Fellowship. This fellowship is administered by the School of Arts and Culture at the Mexican Heritage Plaza.

Richmond Art Center's fellow is production manager and non-profit administrator Sarah Guerra. She will participate in a nine-month professional development fellowship at Richmond Art Center committed to expanding equity in the arts.

"I'm honored to be part of the inaugural class of CAC fellows," says Sarah. "It is such an imperative and unique moment in history; our class of arts administrators of color are needed now more than ever."

Staff at Richmond Art Center look forward to learning from and working with Sarah!

About Sarah Guerra

Sarah Guerra is a queer native Tejana who has dedicated her life to supporting and leveraging the arts as a tool for education and political and social justice. A Bay Area resident since 2001, Sarah is a seasoned program manager that has overseen the creation, implementation, and evolution of commissioning programs and artist residencies focused on uplifting Black and Brown queer and trans people for Brava! For Women in the Arts, Queer Cultural Center, and La Peña Cultural Center. She participated in the Ford Foundation's inaugural Future Aesthetic cohort and has served as a liaison and conference organizer for the National Performance Network. As the Production Manager for the Queer Cultural Center, Sarah has supported the presentation of eight National Queer Arts Festivals, providing direct support and feedback to artists as well as implementing Festival logistics. She has served as a grant reviewer for San Francisco Arts Commission, Galería de la Raza, and Live Arts Boston; and recently completed the Executive Program in Arts & Culture Strategy with National Arts Strategies in partnership with the University of Pennsylvania School of Social Policy & Practice.

About the California Arts Council Administrators of Color Fellowship

The California Arts Council Administrators of Color Fellowship program was initiated by the California Arts Council with the goal of uplifting an inclusive workforce and supporting the vibrancy of organizations that create and preserve the cultural identities of all California communities, reflecting the Arts Council's commitment to racial equity. The pilot program is made possible by a grant from The James Irvine Foundation and 2018 one-time increased state arts funding. arts.ca.gov/programs/administrators-of-color-fellows

I. FINANCES

- a. Carolyn will send financials to Pat after she reviews them with the Finance Committee; Pat then will forward to all.
- b. January shows a profit of over \$25,000. We received about \$36,000 in donations and \$35,000 in grants. As a result, we eliminated (for now) our fiscal year-to-date loss and show a profit of over \$11,000.
- c. Remember donations will slow down during this first quarter as a lot of those monies came in December and January with our end of year appeal.
- d. We had over \$30,000 in enrollment fees in January but February is slow going with about less than \$5,000 as of last week. People are getting Zoom fatigue.
- e. We finally worked out the funding with Gene Savin (his interest is reopening soon) so he's sending \$115,000 for immediate use and then said I could apply for more than \$100,000 in July, closer to opening, which is great since we get more than the \$200,000 he had pledged.

Funding News:

- f. We got a grant of \$5,000 for LACOG, for a local artist's project.
- g. We will be getting \$17,500 before the end of February from the Fellowship (we get a total of \$35,000 for our work with Sarah. Sarah is paid separately by funder.)
- h. We applied for an NBC Telemundo innovation grant for our Latinx community; \$20,000
- i. We applied for a general ops grant from CAC; \$30,000
- j. We applied for a CAC local impact grant; \$18,000
- k. Our grants/ask pipeline remains at about \$943,200. Some of that will fall off eventually since it was the general ask letters to foundations in the area.
- l. We're still waiting for the following grants:
 - \$2,000 Hewlett Foundation, guaranteed
 - \$25,000 State of CA Covid Relief (now March second round)
 - \$15,000 Zellerbach COVID relief (March)
 - \$20,000 Fleischhacker General Ops (March 2021)
 - \$10,000 ECIA Grant remainder, report submitted (pending disbursement)
 - \$34,200 NEA Richmond Artists in Residency (April 2021).
 - \$150,000? Round two PPP loan if we get it

DONATIONS:

\$7,525 JULY 2020 DONATIONS IN
\$3,575 AUG 2020 DONATIONS IN
\$11,000 SEPT 2020 DONATIONS IN
\$2,365 OCT 2020 DONATIONS IN
\$42,800 NOV 2020 DONATIONS IN
\$81,225 DEC 2020 DONATIONS IN
\$36,000 JAN 2021 DONATIONS IN

- m. Catherine Waller will be attending Magic Cabinet's free fundraising webinar. Here is the info, confirmed for Thursday, Feb 25th from 1-3pm:

"Fundraising from Individual Donors" will address the following:

Why individual donors?

How to identify, cultivate and retain donors

Practices/Exercises including How to Make an Ask

This workshop is best for you if:

You don't have a robust individual donor program

You have never made an ask from a donor/feel intimidated to do this

Are primarily grant funded and want to engage with donors beyond events

We get two training slots and have only used up one in case anyone is interested.

II. ADMIN/OPS

- a. Sent info on potential board member Michael Dear to Donna. Still looking for more.
- b. I spend time with Sarah twice a week with mentoring and educating on nonprofit matters. For now, she is working with Amy on grants. She is also helping Ilene with program ideas. Next will be Carolyn for finance orientation.
- c. Financial audit for last fiscal year is moving along, at COVID pace.
- d. Everything else in-house regarding ops is running smoothly.

III. PROGRAMMING/MARKETING

- a. We are celebrating Black History Month and the Art of the African Diaspora. Been very successful and even Macy's has joined with a co-exhibit at the Union Square store.
- b. Here is the link for the Black History Month announcement on our webpage from an article that came out in the East Bay Times.

<https://richmondartcenter.org/in-the-news/press-richmond-alameda-art-exhibits-celebrate-black-history-month-east-bay-times/>

- c. We had our first Zoom bombing on a free, demo class we gave two Sundays ago. This is only because we advertised broadly and made it easy for anyone to sign up. Our regular classes have a lot more control with password and last-minute link info, so this was just a one-off.

Until then,

A handwritten signature in black ink, appearing to read 'José Rivera', with a long horizontal flourish extending to the right.

José Rivera, Executive Director