

**RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING ~ January 28, 2022**

Location: Videoconference **Time called to order:** 5:49 p.m. **Time adjourned:** 6:55 p.m.
Members present: Donna Brorby, Paul Collins, Michael Dear, Stephen Nomura, Carlos Privat, Jocelyn Robinson, Lina Velasco, Catherine Waller, Monique Ziesenhenn
Members Absent: Marguerite Thompson Brown, Helen Duhe, Philip Linhares
Staff present: José Rivera, Executive Director; Carolyn Rodkin, Chief Financial Officer
Others present: None

=====
Handouts distributed at or emailed prior to meeting:
1) Board Meeting Agenda for January 28, 2021
2) Draft Minutes of Board of Directors Meeting November 18, 2021
3) Treasurer’s Report -- Balance Sheet, Profit and Loss Statement, and Temporary Restricted Funds Tracking Cash Flow Schedule as of December 31, 2021
4) Executive Director’s Report – January 2022
=====

1. Announcements. Happy New Year.

2. Approval of minutes of the November 18, 2021 meeting. The board president referred the board to the draft minutes of the November 18, 2021 Board meeting that were circulated by email in advance of the meeting. He asked if anyone had corrections. Stephen pointed out that he had attended the meeting but the draft said he was absent. There were no other corrections. Donna reported that she corrected the draft to reflect that Stephen was present. Catherine made the following

MOTION: *That the Board approve the minutes of the October 28, 2021 board meeting, as circulated in draft and corrected during the meeting.*

Stephen seconded it. It passed unanimously.

3. Treasurer’s Report. Carolyn Rodkin, Chief Financial Officer, reviewed the balance sheet and profit and loss statements and for October 2021. The Art Center continues to be operating within its budget and it continues to have a significant reserve.

Jocelyn expressed her appreciation for the opportunity it has been for her to be treasurer for almost 3 years, and her regret at needing to resign for personal reasons. The board expressed its gratitude for her service.

4. Executive Director’s Report. José reviewed the written report that was circulated before the board meeting. We are in our last year of the MOU with the City of Richmond under which we have received \$200K+/year. We are prepared for this transition, but it does mean replacing the loss of \$200K in income (or maybe \$150K, as the City might give the Art Center, the East Bay Center for the Performing Arts and NIAD \$55K each next year). The Art of the African Diaspora exhibition and tour/event is in full swing. Two additional very good exhibits are up in

the Art Center galleries. There is a beautiful new mural by Rebeca García-Gonzales at the student entrance to the Art Center. José developed new guidelines for COVID-safety based on current public health directives. It was necessary to move some classes from in-person to on-line in January, but it is hoped that the classes will move to in-person again. Board members are invited to volunteer as “greeters” for shifts during gallery open hours.

We did not receive the grant we sought to cover the salary of a Development Director. At this time, José will not be hiring a Development Director. He has a team in place that is successfully pursuing grants at this time; individual giving is a little bit up from last year.

5. Committee Reports.

Development Committee. Catherine led a discussion of options for a board activity to thank donors. In the past, we’ve done a telephone “thank-a-thon” and held special events for donors. COVID still interferes with planning events. José will investigate whether we might create cards with a detail from the new mural to use as thank you cards. If that works out, Catherine will organize a board activity of hand-written thank you cards.

6. Adjournment. The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

Donna Brorby (DRAFT)
Donna Brorby, Secretary

Upcoming Dates:

Monday February 28: Black History Month Guest Speaker

Sunday March 13 12:00 – 2:00 p.m.: Closing Reception for *Dreamforms* and *Feels Like Home* exhibitions.