

**RICHMOND ART CENTER
MINUTES OF BOARD OF DIRECTORS MEETING - JULY 28, 2022**

Location: Main Gallery Richmond Art Center

Time called to order: 6:07 pm **Adjournment** 7:08 pm

Members present: Michael Dear, Lina Velasco, Paul Collins, Nettie Hoge, Jane Diokas, Helen Duhe, Steven Nomura, Rachel Sommovilla, Monique le Congé Ziesenhenné,

Members absent: Susan Kuramoto Moffat, John Boychuk

Staff present: Jose' Rivera, Executive Director, Carolyn Rodkin, Chief Financial Officer, Adella Garboos, Operations Director

Handouts distributed at or mailed out prior to the meeting:

- 1) Board Meeting Agenda for July 28, 2022 meeting
- 2) Draft Minutes from Board meeting of June 29, 2022
- 3) Executive Director's Report for July 28, 2022
- 4) FY 22/23 Draft 4 Budget Summary
- 5) Board Member Bios
- 6) Board Member Agreement
- 7) RAC Organizational Chart
- 8) Executive Director Goals FY 2022-23
- 9) 2010-2011 Board Committees
- 10) ED Quarterly Report (April 1-June 30, 2022) to the City of Richmond

Introductions: Michael Dear opened the meeting welcoming everyone, particularly the new members, John Boychuk, Jane Diokas, Nettie Hoge and Rachel Sommovilla. (Susan Moffat was not present) Each of the members present introduced themselves and made brief remarks about their interest and involvement with the RAC.

Staff members Addela Garboos and Carolyn Rodkin were introduced, and Michal let members know that he intended to introduce staff at each board meeting. At her introduction Addela reported that she keeps track of of board meetings and communications. She committed to email all board members a link and password for the board portal.

Michael set the tone by offering some history of the RAC. He described the meeting as an orientation as well as a working meeting. Michael made it clear that he wanted to work with board members to reconstitute working committees, and that there would be discussions and outreach about members interest in serving on committees in the near future. He stated that since so much organizational work needs to be done, the August Board meeting would be skipped unless members are otherwise notified.

Directors Report

Jose welcomed members and pointed to the beginning of the new fiscal year with optimism. Jose was enthusiastic about the RAC running closer to full speed ahead after the challenges of the Covid pandemic. He reported June income of \$46,000 in income of which \$25,000 was from grants and \$19,000 from donations. Net income at the end of the last fiscal year was

close to \$235,000. He pointed out that the RAC would have operated in the black, even without the federal Covid grant of \$205,000.

Jose reported that a robust membership drive running through labor day will emphasize the NARM benefits of joining.

Jose also reported on Cal Endowment's interest in granting the RAC \$40,000 over two years. The RAC is awaiting three grants of \$60K, \$60K, \$40K from the California Arts Council for youth programs, arts in the schools, and arts in the community. August decision is anticipated.

Jose presented a summary of donations to the RAC over the past 12 months, and details are in his written report.

Jose reported on the ongoing efforts to repair Guillermo the Golden Trout.

Class registration opened July 27, and pent up demand is great.

Jose also pointed to continuing favorable media attention to the Emmy Lou Packard show.

Chief Financial Officer Report

Carolyn Rodkin walked members through the summary of the previously approved FY 2022 - 2023 Budget. She stated that the budget compared to last year is not as conservative since the future looks brighter as the organization pivots from many Covid restrictions and foresees more revenue from programs, particularly on site classes. Carolyn opined that the budget was reasonably optimistic, but not speculative. She did say operations and fundraising will need to pick up, but she sees that assumption as reasonable.

The budget anticipates that revenue from membership will increase to \$15,000 from \$9,000, that the studio program will bring in \$250,000 as compared to the \$151,000 budget assumption in the previous year. Additionally Community Outreach income is anticipated to bring in \$125,000, in grants and donations and \$40,000 from WCCUSD participating fees. Nothing was budgeted in this category in the previous fiscal year.

Exhibitions and programs should bring in \$30,000 from grants and donations and \$20,500 from entry fees, art sales. Other income categories include:

\$50,000 from fundraising events, \$250,000 from individual donations, \$85,000 from Foundations grants, \$55,000 from the city of Richmond and \$8,350 from investment earnings. Total income from these sources is \$939,100. When restricted funds are carried over from last year total income is budgeted to be \$1,094,450. Total expenses for all operations is anticipated to be \$1,242,647. While this budget anticipates a deficit of \$148,197, the previous board approved the budget, in light of reasonable assumptions for healthy revenue growth, combined with the RACs healthy cash reserves.

Both Jose and Carolyn pointed to two significant challenges for the budget going forward. They are the City of Richmond's substantial reduction in support for the RAC from \$250,000 annually to \$55,000, and the fact that one individual donor who has in each of the previous two years donated \$100,000.00, reduced his current year contribution to \$2,500.00.

Finance Committee Report

Treasurer Paul Collins reported that the Finance Committee had met the day before this board meeting and had reviewed the latest financial statements. Paul stated that in his view the statements are an accurate reflection of the organization's financial position.

Motions Considered and Acted Upon

Motion to approve the Minutes from the June 29, 2022 meeting was made by Monique and seconded by Lina. Approved by all present with three abstentions.

Motion to approve Michael and Paul as additional signatories for RAC bank account was made by Lina and seconded by Rachel. The motion was unanimously approved.

Next Meeting: September 29, 2022, unless otherwise notified.

The meeting was adjourned at 7:08 pm

Upcoming Events:

Thursday, August 11, 6:30 - 8:30 pm: Rivera in America: Short Film Screening by Rick Tejada- Flores featuring interviews with Emmy Lou Packard

Saturday, August 20, 12 - 2pm: Closing Reception Featuring the Great Tortilla Conspiracy. A closing reception for the exhibition *Artist of Conscience* featuring edible art inspired by Emmy Lou Packard.

Sunday, August 21, 12 - 3pm: Liberation Grafica at Richmond Flea Market, 716 W. Gertrude Ave, Richmond.

Saturday, September 17, 12-2pm: Faceline Art Workshop at Richmond Art Center - a hands-on workshop that will provide space to reflect on local conditions of environmental injustice in Richmond.