

Minutes of Meeting of Richmond Art Center Board of Directors September 28, 2023

Location: Zoom Conference Call

Members present: Michael Dear, Chair, Lina Velasco, Vice Chair, Paul Collins, Treasurer, Nettie Hoge, Secretary, Rachel Sommovilla, Christine Saavedra, Susan Moffat, John Boychuk, Jane Diokas, Monique Ziesenhenné.

Staff present: Jose Rivera, Executive Director,

Documents distributed before the Board meeting:

Agenda for current meeting Minutes from RAC's August Executive Director Report
July-Aug 2023 Financial Summary - Balance Sheet as of Aug 31, 2023
Profit and Loss Statement July - Aug
RAC Board of Directors Goals 2023-2024

Michael Dear, Board Chair called the meeting to order at 6:00pm

Michael introduced the RAC's newest Board member Christina Saavedra.

Christina made a brief statement highlighting her experience and interest in the RAC Board. She is a Richmond resident with a humanities background and experience in tech business development. Christina stated that she is eager to help by giving strategic insight and advice to the Board's efforts to enhance the RAC's growth and development.

The minutes from the August Board of Directors meeting were unanimously approved.

The remainder of the meeting was devoted to consideration of a discussion document - "RAC Board of Directors Goals 2023-24", which was prepared by Jose and Michael and presented to the Board by Michael. The Document suggested the formation of three separate committees to manage work stream going forward. These included:

- 1) A Development Committee to define and develop sustainable and systematic programs for fundraising at all levels of the organization in addition to searching for operational funds to support RAC business.
- 2) A Campaign Committee to execute and manage events for fundraising.
- 3) An ongoing review of the RAC by-laws including recommendations for possible revisions.

In consultation with the Chair it was decided that the minutes should include a list of issues/items that were discussed.

1. Michael suggested that the Guillermo event brought back older lapsed members to the RAC that could be cultivated for additional donations. Michael suggested that the John Wehrle event will draw a very large turnout and that this opportunity should be strategically used to increase fundraising capacity.
2. The discussion revealed that the current Board does not necessarily know enough about RACs history, former attempts at fundraising, or history of using RACs business model to increase funds. A very profitable discussion followed that introduced members to the Board Portal and other tools to learn more about the RAC, and to communicate with each other. Access information was distributed the following morning.
3. Discussion regarding surveying class attendees about their experiences including some possible survey tools
4. Discussion about documenting impact for grant proposals
5. Discussion regarding ways to solicit ideas for enhanced performance of RACs operations from the teaching staff
6. Discussion of more use of volunteers in coordination with staff especially regarding installations
7. Lina suggested that the city of Richmond may pay volunteers to work with RAC.
8. Importance of raising profile of the RAC and raising awareness in the community of RACs existence and mission
9. Discussion of potential for exclusive membership benefits at different levels.
- 10.10) Suggestion of creating an initiatives tracker.

A Motion was presented by John B., stating that at the next meeting of the Board, a Development Committee and a Campaign Committee should be established and that members should be assigned. It was suggested that documents should be created to clearly articulate the roles and scope of each committee. At this point in the discussion, it was pointed out that RAC already has a list of standing committees including their roles and responsibilities.

After discussion the resolution was unanimously approved.

The meeting was adjourned at approximately 7:15.

Submitted by: Nettie Hoge, Secretary, RAC Board of Directors