

Artesia Arts Council, Inc.
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Minutes of May 1, 2008 Meeting

Artesia Arts Council Board/Members met on Thursday, May 1, 2008, at noon in the Arts Council Building (510 West Main). President, Anne Hollinger, called the meeting to order at 12:06 PM.

Those in attendance: Anne Hollinger, Lisa Frederick, Barbara Britain, Cheryl Martin, Alice Lorang, Sarah Quiroga, Katie Parker and Claire Lhoyd-Owen. Guests Laura Garcia and Stephanie Bretz were also in attendance. Betty Kay Skinner, Dave Boneau and Hayley Klein had excused absences. A quorum was present.

Minutes

- A. Secretary, Lisa Frederick, presented the minutes of the April 3 meeting. Barbara Britain made a motion to approve the April minutes as presented. Second by Sarah Quiroga and passed.

Treasurer's Report – Katie Parker in the absence of Dave Boneau

- A. The balance in the regular account is \$13,300. There is \$2,000,000 in the Building Fund at First National Bank. The endowment account at Merrill Lynch has a balance of \$116,000.
- B. \$3,750 paid to Beethoven's Wig.
- C. \$3,160 paid to Spencer Magic Show.
- D. Alana Coddling was paid for instructing two beginning pottery workshops.
- E. Deposits made on 7 upcoming 2008-2009 shows.
- F. Lisa Frederick made a motion to approve the April 3 Treasurer's Report as written. Sarah Quiroga seconded the motion. Motion passed.

Old Business:

- A. Stephanie Bretz with Artesia MainStreet gave a façade improvement update. No revised budgets are available at this time. The window replacement estimate was given to Dave Boneau. Stephanie quoted the following estimate for having the door windows replace-\$4,713.96. This estimate is good for 45 days from the February 20, 2008 estimate. Stephanie gave Dave all the contact information for contractors. AAC needs to set up a work schedule before contracts are signed. Work on the building must commence 45 days after signing the contracts and must be completed 120 days after work begins. Once the work schedule is ready to go, AAC will need to sign two agreements with Artesia MainStreet, one for building owners, one for business owners. We will also need to check with the City about permits (probably only need to check on restrictions for the canopy). Danny Jones is the building inspector at the City.
- B. The Executive Theatre Director job description was updated by the selection committee and a draft of the policies and procedures was passed out for the Board of Directors to review. It was brought up that we do not have fundraising in as a job duty at this time. A motion was made to accept the job description and motion passed.
- C. No "artist welcome packet" report given
- D. No ticketing software report given
- E. A banner advertising the Ocotillo as being open in Fall of 2008 has been ordered through Mustang Graphics. It will be in next week and Adam Blejwas told Anne he would be able to hang it on the front of the building. The banner cost roughly \$300.

New Business:

- A. Laura Garcia came to discuss the July 4th Art and Craft Fair. Laura met with Hayley Klein, Chief Hummingbird (Fire Dept), Chief Raley (Police Dept) and the City Parks Department. Artesia Chamber of Commerce and the City of Artesia asked Laura to consider moving the Fair to Jaycee Park where the other 4th of July festivities will be held. Laura's argument for keeping it in Central Park is because she feels it is safer and because she has already sent out applications for this year's event and doesn't want to cause confusion among the vendors. Sarah Quiroga suggested we research this further and consider moving it to Jaycee Park next year. Laura said she would go out to Jaycee to investigate the logistics during 4th of July as long as she had some volunteers to help her man the Fair at Central Park that day. The Board of Directors voted to keep the Craft Fair at Central Park this year with the thoughtful consideration of moving it in the future to Jaycee Park.

Committee Reports

Chamber Report-Hayley Klein

Building Committee – Dave Boneau

- A. Anne Hollinger reported that the building materials salvaged from the Ocotillo Theatre that were supposed to be incorporated into the remodel, may not make it back into the remodel. (The idea was to save some money by reintroducing these items back into the design) There was a miscommunication and the people doing the work did not know there were materials to be reused.
- B. The vote for the 16mm, higher resolution digital sign came in. We need to make sure George Holmes is aware of this and it is being ordered immediately as it will take some time for the sign to come in. We need to get it here before our grand opening.

Art in the Park – Laura Garcia

Artesia Community Chorale –

- A. Sarah Quiroga has been helping to organize the music in the filing cabinets for Linda Van Der Veen.
- B. Rehearsals are scheduled to resume in September for the December Christmas Concert. Barbara Britain said she would like to start rehearsals earlier and this request will be taken to Linda.
- C. Several new singers have been named as wanting to join the Chorale. Nora White is one of those new singers. We will need to make sure she gets a call when Chorale starts up next Fall.

Artesia Community Theatre – Lisa Frederick

- A. *Taffeta Memories* was cancelled. ACT was unable to get a music director/accompanist to commit to the show dates. It was decided not to schedule another show in place of this musical. ACT would like to try to do a musical again next Spring.
- B. ACT is currently picking shows for next season. The September show will be announced after the next ACT monthly Board meeting.

Volunteer Coordination—Barbara Britain

- A. Barbara Britain has set a May 27, 2008 volunteer meeting. The meeting will take place at 510 W. Main.

Programs and Publicity– Dave Boneau

- A. On April 17, the P & P committee gave Dave Boneau a bon voyage for his trip overseas. He seemed to enjoy this.
- B. The regular radio spot is the 2nd Friday of the month, May 9th. Lisa Frederick volunteered to attend. Barbara Britain also said she could attend. Lisa Frederick spoke with Mike Winters at KSVP about starting a regular weekly AAC radio spot. Details to follow later on this summer.
- C. A Watercolor Workshop is set for the weekend of May 16-18. This will be taught by Cyndy Nesbit and will take place at the Artesia Chamber of Commerce Board Room.
- D. The classic movie series is set to begin May 15 in Heritage Walkway.
- E. AAC received a letter from the Beethoven's Wig company thanking us for the show and all we did. Katie also showed us the gift they sent with the card. The gift was a music box with the Beethoven's Wig logo on the top.
- F. The next P & P meeting will be held on Thursday, May 15 at noon at the Wellhead Restaurant.

Grants – Dave Boneau

- A. The ranking of the NM Arts Grant came in. Last year AAC ranked 11th, this year AAC ranked 8th.
- B. Anne Hollinger said that her friend Erin O'Neil is willing to help with Grant Writing this summer.

Community Concert Association – Dave Boneau

- A. Barbara Britain reported that she has started working on the concert brochure for the 2008-2009 season.

Missoula Children's Theatre-Laura Garcia

- A. Laura Garcia reported that she will revise the sponsorship letter and beginning the first week of June, we would like to collect program advertising.

Fundraising Committee – Alice Lorang

- A. Alice Lorang said she would send out an email about the next fundraising committee meeting. She would like to have it at her house around the 21st or 22nd of May.
- B. Sarah Quiroga typed up some fundraising ideas/suggestions and handed them out. It was mentioned that we need to think about other fundraising avenues besides the Medieval Feast.

Membership Committee – Dave Boneau

Nominating Committee – Anne Hollinger

Poetry in Motion – Dave Boneau

Other Reports –

- A. This meeting was Sarah Quiroga's last meeting. Please wish her well in her move to Chicago.

The next regularly scheduled Board meeting will be on June 5, 2008 at noon. Anne Hollinger adjourned the May meeting at 1:20 PM. These minutes respectfully submitted by Lisa Frederick, Secretary.