

**Artesia Arts Council, Inc.**  
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**Minutes of October 1, 2008 Meeting**

Artesia Arts Council Board/Members met on Wednesday, October 1, 2008, at noon in the Arts Council Building (510 West Main). President, Anne Hollinger, called the meeting to order at 12:10 PM.

**Those in attendance:** Dave Boneau, Barbara Britain, Betty Kay Skinner, Lisa Frederick, Shaye Coats, Jess Briggs, Anna Byers, Lynette Throneberry, and Anne Hollinger. Katie Parker, Cheryl Martin, and K'Lynn Childress had excused absences. A quorum was present.

**Minutes**

- A. Secretary, Lisa Frederick, presented the minutes of the September 10 meeting. Dave Boneau made a motion to approve the September minutes as presented. Second by Betty Kay Skinner and passed.

**Election of Officers**

- A. Welcome to new Board of Director members: Shaye Coats, Lynette Throneberry, Anna Byers, and Jess Briggs.
- B. Dave Boneau made a motion to elect the current board of Executive Officers:
  - a. Anne Hollinger, President
  - b. Barbara Britain, Vice President
  - c. Dave Boneau, Treasurer
  - d. Shaye Coats, Secretary
- C. Anne Hollinger appointed Katie Parker Assistant Treasurer. Motion 2<sup>nd</sup> by Jess Briggs and passed.

**Treasurer's Report – Dave Boneau**

- A. The balance in the regular account is \$29,500. There is \$20,000 in the Building Fund at First National Bank. The endowment account at Merrill Lynch has a balance of \$111,350.
- B. Jaynes Corp was paid \$235,000 for the month of September on the Ocotillo construction.
- C. AAC paid YESCO (Young Electric Sign Co.) \$67,000 for the balance of the electronic sign (this money came out of the building fund). ½ of the metal sign (which is not here yet) was also paid.
- D. We have roughly \$200,000 left to pay on expenses for the Ocotillo. This includes roughly \$35-40,000 for the metal sign; \$40-50,000 for the curtains; \$10-15,000 for the retail space and other expenses such as security cameras. Funds have been committed for these remaining items.
- E. AAC received \$2,500 from the PNM "Reduce Your Use" grant (the money has come in already). These funds will go toward façade improvements to 510 W. Main.
- F. Betty Kay Skinner made a motion to approve the September 10 Treasurer's Report as written. Barbara Britain seconded the motion. Motion passed.

## **Old Business:**

- A. Anne Hollinger brought up the discussion about getting a company credit card. Lynette Throneberry offered to look into offers and work with Dave on this. Authorized users will be Dave Boneau and K'Lynn Childress.
- B. Façade Improvement-Dave Boneau will start calling and lining up the contractors for the façade improvements to 510 W. Main. Anne Hollinger and Barbara Britain will assist Dave with the façade improvement program.

## **New Business:**

- A. We need volunteers to assist with the website and LED sign. Lisa and K'Lynn will look at dates and set up a training time for the LED sign. Dave, Barbara and Jess have volunteered to learn the LED sign programming.
- B. Lynette will check with her husband, Kevin, to see if he is interested in helping us coordinate with Judy Bessler and AdVenture Marketing on making website improvements. Barbara has also offered to help with this.

## **Committee Reports**

**Chamber Report**-no report given

### **Building Committee –**

- A. The estimate we received from one contractor for outfitting the retail space is approximately \$7,000. This number does not include ceiling or flooring for the new space. They are currently looking for other bids as well.
- B. Devendra (architect) will be in town tomorrow, 10/2/08, at 9 a.m. to do the punch list.
- C. George Holmes is back in town and will be returning to his duties on the Building Committee.

### **Art in the Park –**

- A. There are approximately 70 craft vendors signed up to vend at AITP at this point.
- B. Laura did solicit some additional food vendors and has a few “for profit” food vendors set up to vend. The Shop With a Cop group will be selling hamburgers and she has had some interest from some folks wanting to sell menudo as well.
- C. Laura has requested some early morning volunteers to help greet vendors and lead them to their booth spaces. Lisa Frederick and Anne Hollinger volunteered to help with this.
- D. Barbara Britain mentioned that Richard Scarborough has volunteered to help with AITP. Please have Laura give him a call.
- E. The BOD decided that we would not have the salvaged ceiling tiles out at the park for sale. The sharp edges are too much of a danger and it would be inconvenient to have someone manning them all day.

### **Artesia Community Chorale –**

- A. Susie Troublefield has resigned from directing the Chorale due to medical reasons. Barbara Britain will take over directing in the interim.

**Artesia Community Theatre – Betty Kay Skinner**

- A. Steel Magnolias rehearsals are going well.
- B. Plaza Suite, the March production, does have a director now. ACT is still looking for a director for the May production. It was decided that ACT would end the season with a comedy, show to be determined.
- C. ACT is deciding what show to do for competition in January. A decision will be made by this Sunday's monthly Board Meeting.
- D. The next ACT Board Meeting is this Sunday, 10/5/08 at 2:30 p.m. at 510 W. Main.

**Volunteer Coordination—Barbara Britain**

- A. The children's Gingerbread House workshop is November 15<sup>th</sup>. We will need a lot of volunteers that day for the workshop as well as leading up to the workshop helping bake and assemble the houses.
- B. K'Lynn has talked with the Door of Opportunity about helping us with janitorial work at the Ocotillo. They will be able to send clients over to help us keep the lobby and restrooms tidy.

**Programs and Publicity—Dave Boneau**

- A. There will be an AITP meeting on Wednesday October 8, 2008 at 12:00 p.m. at the Garden Café.
- B. Upcoming events include a Chautauqua on Sat. Oct 11; Razzle Bam Boom, a children's show, on October 14; Fiamma Fumana, an Italian techno band, on October 15; and Rachel Price, a jazz performer, on October 16. We will need volunteers to help with all of these shows.
- C. The 33<sup>rd</sup> annual Art In The Park will be on Saturday, October 18, 2008 from 9:00 a.m.-5:00 p.m. at Central Park.
- D. The next P & P meeting will be held on Wednesday, October 15 at noon at The Garden Cafe.

**Grants – Dave Boneau**

- A. Please see Treasurer's Report about the PNM grant.
- B. Dave would like to pursue getting a grant for Missoula. It was brought up that we need to contact and utilize Erin O'Neill who has volunteered to help with grants in the past.

**Community Concert Association –**

- A. Dave is President of the Community Concert Association. He gave a brief explanation for the new Board members about the Concert Association and how they are associated with the Arts Council and how the concerts run.
- B. The old Concert Association Board is interested in maintaining the 4 concerts per year that they used to plan. The remaining concerts in the season will fall to the Programs and Publicity Committee to plan and coordinate.
- C. The next concert on the Concert Association reciprocity list is Rachel Price on October 16.

**Fundraising Committee – no report given**

**Membership Committee –**

- A. Membership is currently at 110.

**Nominating Committee –no report given**

**Poetry in Motion** – no report given

**Director's Report** – K'Lynn Childress

- A. Lisa reported several things for K'Lynn in her absence-see Volunteer Report (Door of Opportunity will help us with janitorial work at the Ocotillo) and Programs and Publicity Report (Call for volunteers week of Oct 14-16 to help with shows).
- B. Anne brought up that we need to come up with a set of written policies for the operations at the Ocotillo. No other action was discussed on this due to lack of time.
- C. Barbara Britain has offered to help put a map of the Ocotillo together to be included in our printed materials.

**Education Director's Report** – Lisa Frederick

- A. Lisa reported that classes are going well. She is down to 3 classes a week now as the dance class has ended and the class for Jr. High aged students has been postponed until further notice. One student from her Jr. High class is helping with her other classes as an apprentice.
- B. An evaluation is being done of classes and the schedule of this semester to decide what needs to be changed or updated for next semester.

**Ocotillo Grand Opening** –

- A. Lisa will schedule and call together a meeting early next week to discuss the Grand Opening. Now that we have our occupancy for the theatre, we can continue to plan for the Grand Opening. We also have Peyton's available dates for the month of November.

The next regularly scheduled Board meeting will be on Wednesday November 5, 2008 at noon. Please report any excused absences to Anne Hollinger. Anne Hollinger adjourned the August meeting at 1:10 PM. These minutes respectfully submitted by Lisa Frederick, outgoing Secretary.