

Chenango Arts Council  
Board of Directors Meeting Minutes  
October 19, 2023  
Chenango Arts Council

Present: J. Baldwin; J. Eaton; ME. Emerson; E. Genute; S. Green; G. LaMonica; V. Lee; M. McKown; A. O'Neill; D. Reppert; J. Skundrich

Not Present: R. Fuller

Quorum was reached.

- I. Call to Order: Meeting was called to order by President D. Reppert at 4:35 p.m.
- II. Approval of Minutes: The minutes of the 9/21/23 CAC Board of Directors meeting were presented via email. Motion to approve: J. Baldwin. Second: J. Skundrich. Motion carried. Minutes approved as presented.
- III. Treasurer's Report
  - Revenue- \$76,465; at 42.99% of budget as of 9/30/23
    - Chenango County funds will be coming to CAC soon.
    - Question from D. Reppert regarding Fundraising Income; \$7000 is budgeted for the year
  - Expenditures – \$46,000; at 26% of budget as of 9/30/23
    - Cost of Advertising is at 34% of budgeted amount.
    - 2<sup>nd</sup> Draw on Endowment – Late November; will look at how much is actually needed to draw from endowment
    - Largest cost is payroll
    - Performances – Expenses will come in as shows occur later in the year
    - Legal & Professional Fees - \$6160; including accounting expenses
  - Account Balances
    - Checking Account Balance is \$44,301.22
    - Temporarily Restricted Account is at \$7058.08
    - Drawing on Line of Credit – 20K for DRI Sound Deposit; will get deposit back.
- IV. Committee Reports:
  - Committees of the Corporation
    - Board Development
      - Sarah Green appointed as Secretary – 1<sup>st</sup> J. Baldwin; 2<sup>nd</sup> by M. McKown
      - Board Orientation Date – Thursday, October 26, 2023 at 4:30PM for new members and any current members are invited; will go over portal at that time. Will send out an email reminder with date and time.
        - Portal through Website to access minutes and agendas
        - Password entry
        - Alecia will upload documents when documents are ready

- Review of Bylaws by D. Reppert – Discussed who is on Board Development Committee
- Membership Committee - No members at this time.
- Performance – M.E. Emerson; A. O’Neil; V. Lee
- Gallery – Bill McLaughlin Exhibit extended to November 10, 2023
- Facilities – A. O’Neil provided update
  - DRI going under the Facility Committee’s umbrella; NTCI are very involved
- CAC Ad Hoc Committees
  - Fundraising Committee – M. McKown; E. Genute will need to get back to BOD on decision whether to join this committee.
  - Special Events – Gala in future; M.E. Emerson to assist
  - Grants for Teachers – Had committee Meeting on October 10, 2023; Elaine Genute provided update; next meeting in November to finalize application; meet again in January
    - Ready to go by March; will establish deadline; to hold Award Ceremony in May 2024

V. Executive Director’s Report

- Barefoot in the Park (play by NTCI)- Results Revised (\$779.00 Income)
  - Film & Strings: Jekyll and Mr. Hyde October 28, 2023 at 7:00PM
    - Trio performing to a silent movie
- DRI Update
  - Paperwork going in by end of business day on October 20, 2023
  - Turned around by DRI on Tuesday or Wednesday of next week
  - Will talk with bank for the Bridge loan
- Will send any invoices to the bank which they will send to the state. The state will reimburse the bank and the bank will then reimburse CAC.
  - Sound first; sound and lighting by end of November. Theater will be next year.

VI. New Business

- Passing of Lucy Funke – There will be celebration of life put on by husband and son
  - Lucy requested donations be sent to CAC in lieu of flowers.
    - What do we want to do with Lucy Funke Memorial donations? (ie. For the scholarship; a tribute show; etc.)
    - Alecia to just keep track of donations; will not keep in restricted account at this time.
    - CAC Facebook page features photographs of Lucy Funke

VIII. Adjourn: Motion to adjourn: J. Baldwin. Second: J. Skundrich. Motion carried. Meeting adjourned at 5:17p.m.