

Chenango Arts Council
Executive Committee Meeting Minutes
July 13, 2023
Meeting Held Via Zoom

Present: ME. Emerson; A. ONeill; D. Reppert; J. Skundrich

Excused: A. Burns

Quorum present for this meeting.

- I. Call to Order: Meeting called to order by Vice-President ME. Emerson at 4:34 p.m.
- II. Review Minutes: Minutes of the 6/8/23 Executive Board meeting were presented via email and, by general consent, were accepted as presented.
- III. Treasurer's Report:
 - The July 2022 - June 2023 Fiscal Year Budget vs. Actuals as of 6/30/23 was presented via email.
 - Actual Total Revenue: \$163,718.71 – 100.52% of the budgeted \$162,874.00
 - Actual Total Expenditures: \$162,809.36 – 99.96% of the budgeted \$162,874.00
 - Checking Account Balance: \$11,001.21
 - Line of Credit Balance - \$20,000.00
 - Reviewed financials and discussed significant variances
 - Budget was remarkably close to actual outcomes.
 - Norwich Theater Company still owes \$1,600, which we will receive in FY2023-2024. This needs to be reflected in the budget.
 - DRI Bridge Loan Approval
 - The bank has no issue lending us the money as we are pledging the reimbursement money from the state as collateral for the loan.
 - Bank needs our last 2 years' financials and Board minutes authorizing this.
 - We need to carefully consider when the money will be needed. Amounts needed within a close timeframe should be grouped together into one ask as each ask will be a separate credit request and these will be commercial loans which go through a commercial loan underwriting process.
 - First need is \$100,000 for the sound system upgrade. Next will be another \$100,000 for lighting system upgrade. These two portions of the project will be done in a close timeframe

therefore A. O'Neill highly recommends that these be combined into one initial \$200,000 request.

- The Executive Committee agrees with the recommendation of Executive Director A. O'Neill to ask for \$200,000 (\$100,000 for sound system upgrades and \$100,000 for lighting system upgrades).
- This recommendation will be presented to the full Board of Directors for a vote.
- DRI grant money cannot be used to pay the interest on any needed loans.

IV. Committee Reports:

- Grants for Teachers
 - Need to set a date for the next meeting. ACTION: Denise to contact Elaine to get the date set.
 - 21 positive responses in so far as a result of outreach efforts
 - Next action will be to write a proposal for funding for Golden
- Board Development – All votes received approved the full ballot.

V. Executive Director's Report:

- Annual Appeal funds are coming in - \$4,000 so far
- Statement of Investment Objective: Has not yet been taken care of. Action: A. O'Neill to follow up with A. Burns.

VI. Continuing Business:

- 2023-2024 Budget
 - We still need a proposed budget to present for a vote at the July full board meeting.
 - Not all of the Executive Committee members have seen a final draft as yet.
 - ACTION: A. O'Neill to clean up the working draft and sent out to Executive Committee members.
 - \$41,000 deficit still looming. Unsure of how to manage. Need input from J. Skundrich and R. Fuller.
- We may be able to get used computers from Colgate via a contact at Norwich Theater Company.
- Discussed fundraising/event ideas
 - Give-back Nights – 1/month
 - Alternate music with tastings at gallery openings
 - Advertise as free and open to public
 - Would hopefully bring more people in to buy art
 - Art sales give us a 25% commission fee.
 - Renegotiate advertising. We spend too much for too little in return.
 - Golf Tournament
 - In summer in non-Gala years.

- Would need to schedule early as country club's calendar fills up early.
- Could even hold it at various courses around the area.
- Tournament with casual happy hour-type event to follow

VII. New Business: D. Reppert would like to create a yearly timeline/calendar to help ensure that all tasks are completed on a timely basis.

VIII. Adjourn: Adjourned by general consent at 5:55 p.m.

Minutes written and submitted by: D. Reppert, Secretary

Reviewed by A. O'Neill

PENDING J. Skundrich approval of verbiage regarding DRI/NBT bridge loan in these minutes and also minutes of full board meeting of July 20, 2023 regarding same subject.

**Chenango Arts Council
Facilities Committee Report
(July-August 2023)**

[Facilities Committee Members: Alecia O'Neil, CAC; Mary Beth Miller, CAC; Marty Kuhn, NTCl; Terry Colf, NTCl; Sarah Green, CAC Board Member]

- In July, there was a plumbing issue during a show; Mike fixed it
- Weeks of July 31, 2023 and August 7, 2023- Kids Summer Art Camp
- Friday, August 18, 2023- Gallery Opening
 - Gallery Committee to help Mary Beth hang pieces on August 15th at 4:00PM
- September 23, 2023 at 7:00PM- Interactive Murder Mystery Show in the Theater
 - Marty of NTCl and artist committee are developing a preliminary plot