

Summit Art Board Meeting Minutes
November 2, 2020 4:30 p.m.
Zoom

Members present: Mike Lewis, Wanda Tyner, Barb Byrne, Mary Ann Rhoads, Sharon Wagner, Aimee Fresia, Teddy Jackson, Jim Dittmer
Members absent: none

Meeting Chair: Mike Lewis

Meeting was called to order by Mike Lewis

Consent Agenda:

Minutes from Board Meeting of 10-5-29; Membership Meeting of 10-12-19; Special Meeting of 10-8-20. (See attached).

Mike Lewis moved that the Board approve the Minutes of the meetings listed. Wanda seconded the motion. The motion passed.

Leader's/President's Report:

Mike Lewis reported that he plans to meet with the DLAA to discuss whether the sale of art by SA members on their website would conflict with its nonprofit status.

Mike also reported that the D & O insurance is in effect.

Director's Report (See attached report): Jody explained that the CARES ACT will refer to the revenues and expenses for March through December 2020. She will send these reports to the City Council and she is confident that SA should receive a check for approximately \$8000. Motions to apply for further reimbursements outlined in her report will be presented under New Business.

Board Standing Committees (See Attached Reports) :

Financial Report: Jim Dittmer reported a current bank balance of approximately \$15,000 with hopes for \$8000 from CARES ACT to make a projected balance of a little over \$20,000. (See report for actual figures.) Jim plans to meet with Ramon MaGee on Thursday, November 5 to discuss past financial history.

Development/Fundraising: No further information was presented.

Nominating: No report.

Governance: Mike asked for needs in this area. Jody referred to the Arts KC Grant Denial presented in the Development Committee Report. This denial was due to a lack

of diversity issues. She would like a diversity and inclusive statement be developed and include this statement on the SA website. Jody will provide templates and examples of these statements from other organizations. Wanda suggested that, in the future, a more extensive informational guide may need to be developed,

Non-Standing Committee Reports:

Membership Report: (See attached report.)

Barb Byrne reported that dues for renewing membership for next year will be due soon. Barb suggested sending an email to encourage members to renew online. Information on how to renew by sending a check should also be included. It was suggested that all classes of membership dues be renewed on the same date to relieve time-consuming record keeping. It was decided that this email be sent as soon as possible. Wanda moved that all classes of membership dues be renewed by January 1. Dues collected during the fourth quarter will be applied to the next calendar year. Barb Byrne seconded. The motion passed.

Gallery Committee: (See attached report.)

Barb reported art sales of \$819. at the St. Luke's gallery. SA will receive approximately \$163.

Plein Aire Committee: (See attached report.)

Sharon reported that her committee will meet on Thursday November 5 to discuss the activities of the subcommittees and assign chairs. Sharon inquired about the budget for the Plein Aire expenses which led to a discussion of next year's budget in general. It was decided that the process should be started immediately for forming next year's budget. Jody suggested that an approved budget for all classes of expenses be in place by January 1, 2020. The classes of expenses are SART, Festival, Workshops, Extended Galleries, and Plein Aire. It was suggested that the Finance committee meet and discuss process to request budget needs from each class.

Unfinished business: No items of unfinished business were reported.

New business:

CARES ACT – Motions for board consideration to complete the expenditure/ reimbursement process with the City of Lee' Summit:

Mike Lewis moved to approve the expenditure for the DonorPerfect yearly subscription balance of \$890.00 on Jody Fristoe's Summit Art credit card. Sharon Wagner seconded. Motion passed.

Mike Lewis moved to approve the expenditure for the Google Suite for Business account, yearly subscription of \$144. on Jody Fristoe's Summit Art credit card. Barb Byrne seconded . The motion passed.

Wanda Tyner moved to approve the expenditure for the Eventeny yearly subscription of \$960. Mike Lewis seconded. The motion passed.

Wanda Tyner moved to approve expenditures up to \$1500. for PPE supplies including masks, gloves, sanitizer, sanitizing stations, eye protection and gloves, on a SA credit card (Jody Fristoe and/or Mike Lewis—as card limit allows). Jim Dittmer seconded. The motion passed.

Wanda Tyner moved to begin the process of soliciting an independent contractor to perform website services to upgrade the current Summit Art website, billed at \$15. per hour for a total of 65 hours which equals \$975. (or other negotiated terms totaling \$975.). Barb Byrne seconded. Discussion followed addressing timeline of contracting services and the overseeing of changes by the Marketing committee.

Wanda amended her above motion to read: to begin the process of soliciting an independent contractor to perform website services to upgrade the current Summit Art website, billed at \$15. per hour for a total of 65 hours which equals \$975. (other negotiated terms totaling \$975) with the understanding that the work can be completed by November 30, 2020 and with the understanding that the Marketing Committee will oversee the changes to be made. Mike Lewis seconded. The motion passed.

Volunteer Needs: (See attached report.)

Mike Lewis suggested that the top five Volunteer Needs be prioritized before the recruitment process be initiated, These priorities include: Membership; Exhibition; Marketing; Website; and Mentoring/Education. Discussion followed as to possible strategies for recruiting for leaders and committee members. Wanda suggested putting an announcement in the Newsletter. Another strategy involved direct phone calls to members in order to gather information of talents and strengths was discussed as another strategy. The suggestion was made that the Membership Committee be a good committee to start recruiting. Further discussion revealed that Education/ Mentoring made more sense during the pandemic because its activities can be addressed through ZOOM. Mike asked if John Shehane could ask for grants to help pay for presenters.

It was decided that Sharon's Education and Program committee draft a message to be placed in the Newsletter seeking help in planning programs and workshops that will meet the needs of the membership. Follow-up with personal calls to members would be made. The Board will plan to revisit the progress in a month.

New Summit Art Logo:

Wanda updated her efforts to get an updated Logo designed by an independent contractor. She has had several responses from website designers and is reviewing them. She plans to send an email a motion to hire a contractor later this month.

Student to Juried member transition:

Barb Byrne questioned how to handle a student who becomes juried during the year. Does she pay student fee or juried member dues? It was decided that a student member pay the students dues amount until he/she turns 18. Then he/she will be “grandfathered” as a student until the next dues cycle. At that point, he/she will be charged as a juried member.

Art Safe: (See attached report.)

Jody Fristoe suggested that SA come up with a CoVid plan and post it at all face-to-face activities. The leader of the activity should be prepared to handle safety procedures for CoVid. Wanda Tyner shared that some grants needed this certification to get grants approved.

Jody Fristoe suggested that we start with the Photography Group since they meet person. Wanda Tyner and Jody Fristoe outlined the procedures as they understood them. Mike will call Harry MaGee to see if he would lead this effort.

Adjournment: Mike adjourned the meeting at 6:50 p.m.

Next Meeting: December 7, 2020 at 4:30 p.m.

Mary Ann Rhoads
Secretary