



Board of Directors AGENDA–February 11, 2020

American Canyon Public Library – Meeting Room

CALL TO ORDER – 7:00 p.m.

1. Roll Call/Sign-in Sheet
2. Board Member Comments
3. Member Comments

CONSENT CALENDAR *(items will not be discussed unless requested by a Board member)*

1. Approve Minutes of January 14, 2020 [p. 2-3]
2. Approve Minutes of the Annual Membership Meeting of January 26, 2020 [p. 4-5]
3. Approve Financial Reports for January 2020 [p. 6-7]

COMMITTEE REPORTS

1. Youth Art Show – March 21, 2020 (& Chalk Art Contest)
2. Art Extravaganza Show – April 25-26, 2020
3. Update on Community Mosaic Art Project
4. Update on City/ACAF Partnerships

BUSINESS CALENDAR

1. Selection of Officers; Update our Bank Signature Resolution
2. Selection of members deserving Volunteer Recognition
3. Consider Guest Speakers at future Board Meetings

OTHER BUSINESS/FUTURE AGENDA ITEMS

Announcements

1. City's Spring Celebration, March 21 (including our Youth Art Show & Chalk Art Contest)
2. Art Extravaganza, April 25-26, Community Gym
3. City's Volunteer Recognition Ball, May 2, 2020

ADJOURN

American Canyon Arts Foundation Board of Directors Meeting Minutes – January 14, 2020

CALL TO ORDER: President Patti Krueger called the meeting to order at 7:10pm at the American Canyon Public Library.

1. **Board Members Present:** Patti Krueger, President; Mark Joseph, Secretary/Treasurer; Gloria Fouts, Jonette McNaughton, Robert Johnson, Roberta Labaw, Joey McNaughton, Directors
Board Members Absent: Francoise Bowlby, Arvind Nischal, Directors
Members/Guests Present: LaDonna Christoffersen, Janelle Sellick, Scot Thomason
2. **Board Member Comments** – Robert Johnson asked how the Boutique did, and it was noted that would be discussed later in the Agenda.
3. **Member Comments** – None.

CONSENT CALENDAR *On motion by Mark, seconded by Joey, the consent calendar was approved unanimously.*

1. Approve Meeting Minutes for November 16 & December 2, 2019.
2. Approve Financial Reports for December 2019.

COMMITTEE REPORTS

1. Community Support:
 - a. **Recognition Ball:** We discussed potential candidates for both the Outstanding Volunteer and for the Certificates of Appreciation. After discussion, the Board felt we should take action at the February meeting.
 - b. **Scholarship Process:** The Board consensus was to keep the current policy of two, \$500 scholarships. Mark said he would fill out the form as such and forward it to ACHS.
 - c. **Kiwanis Annual Crab Feed:** The ask was if ACAF would donate any artwork for the annual silent auction. There was discussion about potential conflicts with our own silent auction efforts. The consensus was we would send out a request to our members and see what happens.
 - d. **Youth Art Show:** We reviewed the basic outline of the event and the draft Call For Art, particularly as it relates to framing the artwork. Patti also pointed out we would be doing the Chalk Art event in the morning, as well as the Youth Art Show at the Boys & Girls Club. Patti also reported we planned to have a Silent Auction at this event as well as at our Art Extravaganza.
2. Member Services:
 - a. **Boutique Recap:** Mark reported that the Boutique's financial report is included in the packet; we made more this year than 2 years ago. The consensus was the location didn't have a lot of foot traffic and that impacted sales for our crafters. Unfortunately, that was the only available space. On the other hand, See's Candies sales did better—we probably could have sold more if we had it. Going forward, there is a concern about hosting the Boutique if we did not have a better location. We might continue with the See's Candies and possibly work with the Chamber as the location.

- b. **Mosaic Update:** Patti reported we were still missing a few more tiles to finish the initial phase. We now needed to work with Nimbus Arts to “knit together” the sections into three panels; then frame it and finally, install it on the Boys & Girls Clubhouse.
- c. **Art Extravaganza:** We discussed the basic outline of the show. Patti suggested, since we have the space at the Gym, we could include crafters and music to make the event more exciting and to attract more of the public. We also talked about inviting community groups to provide food (they would get the proceeds, and we wouldn’t have to worry about it!)

BUSINESS CALENDAR

- 1. **Annual Membership Dinner Meeting:** Mark reported that our Annual Dinner would be at the new Laso Restaurant. The price would be \$45/person. We were reaching out to the Arts Council Napa Valley for the guest speaker, and that he and Patti would get the Annual Report completed. We also asked if any current board members wanted to step down and none made that request. We also talked about adding new board members, particularly with musical connections (possibly Clarence Mamaril) and an Art Student from ACHS.

OTHER BUSINESS/FUTURE AGENDA ITEMS

- 1. **Fundraising Card Project:** Roberta asked that we consider a fundraising possibility. She suggested we ask our members to submit one of their favorite works of art and we would create a set of blank cards with the picture on the top. These could then be sold, and the net proceeds would go to the Foundation. The Board felt this could be a win-win, in the sense that our artist members would get recognition (and possibly a small commission) and we could make some money. The Board asked Roberta to work on the project and come back in the future with a proposal.
- 2. **Guest Speakers:** Janelle Sellick and Scott Thomason of AC Community & Parks Foundation
[Note: This presentation was taken out of order and it occurred at the beginning of the meeting] Janelle introduced herself as the Executive Director of the ACCPF and Scott was the incoming President. She provided the history of the Foundation and noted their organization has three core areas: Parks, Programs and Play. ACCPF has been able to raise a lot of money to provide Park Assets for the City (the drinking fountain at Wetlands Edge; picnic tables and benches throughout the City; and the upcoming outdoor equipment station at Wetlands). Recently it has also provided programming opportunities, such as classes and outdoor educational hikes. Lastly, relating to “Play” ACCPF set a target of 10,000 hours of outdoor activity by our kids and adults alike. They were able to meet and exceed that target. They also believe in “Play For All” and provide scholarships for kids and Seniors who may not be able to afford the program fees. They support partnerships with other community groups, such as Nimbus and ACAF.

The meeting adjourned at approximately 9:10pm.

*Minutes prepared by
Mark Joseph 2/8/2020*

American Canyon Arts Foundation Annual Membership Meeting

Location: Laso Restaurant, American Canyon

Date: Sunday, January 26, 2020

Members Attending: Pattie Krueger, Mark Joseph, Francoise Bowlby, Gloria Fouts, Robert Johnson, Roberta Labaw, Jonette McNaughton, Joey McNaughton, Arvind Nischal, Eva Garcia, Leon Garcia, Robert Harris, Cheryl Joseph, Steve Labaw, Kenneth Leary, Fran Lemos, Nance Matson, Austin McNaughton, Jyoti Nischal, Cherol Ockrassa, Sande Sutter, Bonnie Waxman, Beth Marcus.

Guests Attending: Mariam Aboudamous, Hanni, Laura Keiser; Crysta Tim & Karen Provenza, Arts Council Napa Valley.

Call To Order: At 7:10pm, Secretary/Treasurer Mark Joseph announced we had 23 members present. A 10% quorum (required to conduct the meeting) was 7, which we exceeded. A 30% quorum (in which items could be brought up that were not on the Agenda) was 20, which we also exceeded. Mark also announced that copies of the Annual Report had been distributed to all members present. An electronic version would be posted on our website and emailed to all the members. Hard copies would be mailed to those members without an email.

Election of Board Members: Secretary/Treasurer Joseph also read the roster of Board Members nominated to serve during 2020. Those members were: Patti Kruger, Mark Joseph, Jonette McNaughton, Joey McNaughton, Roberta Labaw, Robert Johnson, Francoise Bowlby, Gloria Fouts and Arvind Nischal. ***Kenneth Leary motioned, Beth Marcus seconded, and the motion passed unanimously to elect those members to serve on the Board.***

President's Report: President Patti Krueger welcomed the group and reviewed the accomplishments from the past year. She thanked all our members who worked very hard to make the Foundation a success. She listed the many shows and programs we produced, including the annual Chalk Art contest, the Art Extravaganza, the Community Mosaic Art Project, and the Holiday Boutique, as well as our monthly art exhibits at the Welcome Center. We participated in City events, including Spring Day, AmCan By the Bay, and Fourth of July. We also worked with the City to provide art classes through the City's Recreation Department. She pointed out we provided scholarships to two students and made grant awards to three school art projects.

She highlighted the Special Membership Meeting held mid-year last year, in which our members wanted us to continue doing what we're doing as well as to return to programs we did in the past. As a result of that meeting, we decided to go back to a Community Art Show format for the 2020 Art Extravaganza. It will be held at the Community Gym and may include more than just art. We are also going to produce a Youth Art Show for the first time in many

years. We also want to expand our offerings and bring back musical programs. We will seek a community member to serve on the board to further that end. We also want to reach out to our schools for possible Board members, in order to establish a better partnership between the Foundation and our public schools. And we want to finish the mosaic and install it at the Boys & Girls Club.

Guest Speakers—Crysta Tim and Karen Provenza, ACNV: *Crysta* noted that the ACNV CEO, Chris Natali, could not make the meeting, so she read some prepared remarks, highlighting the 2018 Three-Year Strategic Plan Summary. ACNV serves as the leading authority on and advocates for arts & culture for the benefit of the Napa County public. ACNV offers three main programs: the Creative Directory; the Community Fund Grant Program; and the Education Alliance.

Karen is the Coordinator for the Arts/Education Alliance. She explained that ACNV worked with the School District to develop a Master Plan for the Arts in our Schools. One immediate benefit was hiring a Visual And Performing Arts (VAPA) Coordinator at Napa Valley Unified School District (NVUSD). Unfortunately, shortly after this master plan was adopted, the District has come upon hard times financially. Nonetheless, the Alliance is still promoting the arts in our schools, and is focused on Art Education success stories. They are also supporting Student Recognition programs, such as the VAPA Student Artist of the Month (and ultimately, Student Artist of the Year).

With all business concluded, the Annual Meeting adjourned at 8:40pm.

Minutes prepared by
Mark Joseph, 2/8/2020

American Canyon Arts Foundation
Balance Sheet Prev Year Comparison
As of January 31, 2020

	Dec 31, 14	Dec 31, 15	Dec 31, 16	Dec 31, 17	Dec 31, 18	Dec 31, 19	Jan 31, 20
ASSETS							
Current Assets							
Checking/Savings							
ACAF Checking	12,076	4,997	7,992	10,306	17,228	16,916	15,057
PayPal Account	413	1,175	4,136	4,571	5,950	7,290	7,290
Total Checking/Savings	12,489	6,173	12,128	14,877	23,178	24,206	22,347
Total Current Assets	12,489	6,173	12,128	14,877	23,178	24,206	22,347
Other Assets							
Equipment & Fixtures	0	1,727	1,727	3,036	3,036	3,036	3,036
Total Other Assets	0	1,727	1,727	3,036	3,036	3,036	3,036
TOTAL ASSETS	12,489	7,900	13,855	17,913	26,214	27,242	25,383
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Accounts Payable							
Accounts Payable	0	0	0	0	0	1,838	0
Total Accounts Payable	0	0	0	0	0	1,838	0
Other Current Liabilities							
Equip-Fixture Offset	0	1,727	1,727	3,036	3,036	3,036	3,036
RF-Grants	9,775	0	2,250	2,425	5,300	0	0
RF-Public Art	0	0	0	85	2,725	3,022	3,032
RF-Scholarships	0	0	35	5	25	75	90
Sales Tax Payable	0	0	229	323	8	170	170
Total Other Current Liabilities	9,775	1,727	4,241	5,874	11,094	6,302	6,327
Total Current Liabilities	9,775	1,727	4,241	5,874	11,094	8,140	6,327
Total Liabilities	9,775	1,727	4,241	5,874	11,094	8,140	6,327
Equity							
Retained Earnings	7,117	2,714	6,173	9,614	12,039	15,120	19,102
Net Income	-4,403	3,459	3,441	2,425	3,081	3,982	-46
Total Equity	2,714	6,173	9,614	12,039	15,120	19,102	19,056
TOTAL LIABILITIES & EQUITY	12,489	7,900	13,855	17,913	26,214	27,242	25,383

American Canyon Arts Foundation

Profit & Loss Prev Year Comparison

January 2020

	Jan 20	Jan 19	\$ Change	% Change
Income				
41-Contributions				
4180 Memberships	405.00	695.00	-290.00	-41.7%
Total 41-Contributions	405.00	695.00	-290.00	-41.7%
42-Service Inc.				
4250-Annual Dinner Tickets	1,215.00	840.00	375.00	44.6%
Total 42-Service Inc.	1,215.00	840.00	375.00	44.6%
44-Sales				
4420 Non-Taxable Sales	20.00	0.00	20.00	100.0%
Total 44-Sales	20.00	0.00	20.00	100.0%
Total Income	1,640.00	1,535.00	105.00	6.8%
Gross Profit	1,640.00	1,535.00	105.00	6.8%
Expense				
52-Member Benefits				
5250-Annual Dinner Expense	1,584.45	500.00	1,084.45	216.9%
Total 52-Member Benefits	1,584.45	500.00	1,084.45	216.9%
56-Program Costs				
5620 Facility & Equip. Rental	100.00	100.00	0.00	0.0%
5632 Professional Support	1,037.50	0.00	1,037.50	100.0%
5685 Program Supplies	695.33	0.00	695.33	100.0%
5690 Other Program & Event Cost	105.00	0.00	105.00	100.0%
Total 56-Program Costs	1,937.83	100.00	1,837.83	1,837.8%
57-Admin Exp.				
5710 Bank Fees & Charges	1.79	13.51	-11.72	-86.8%
Total 57-Admin Exp.	1.79	13.51	-11.72	-86.8%
Total Expense	3,524.07	613.51	2,910.56	474.4%
Net Income	-1,884.07	921.49	-2,805.56	-304.5%

Note: We increased our Public Art Revenues in December, in anticipation of paying a bill from Nimbus Arts (\$1837). The bill was paid in January of this year. That is why we are showing a larger loss in this calendar year (but a larger profit last year).