

Monson Arts Council Board Meeting May 21, 2008

Meeting of MAC Board of Directors was held at Memorial Hall on May 21, 2008 with Cindy Nothe, presiding.

The meeting began with a roll call: present were Tod Beall, Barbara Keffer, Brent Northup, Jean Porwoll, Lynn Salem, David Xanatos, Chris Mertens, James Hoffman, and Elinor Schapp.

We were reminded to forward new items to Dave Xanatos to be viewed on our website at monsonartscouncil.com . We will receive an email reminder of our meetings in the future from June Mumford instead of a phone call reminder. Also, we will receive an email copy of the minutes each month for perusal prior to our meeting so that discussion may follow at the meeting for additions, corrections or deletions. All these measures are taken to make the Arts Council matters more accessible and efficient. Motion to accept the above changes were made by Barbara Keffer , seconded by Brent Northup and passed by the board.

Treasurer's Report was given by Barbara Keffer. We suffered a loss of \$2,700.00 on the production of "I Hate Hamlet". The spring Art Show brought in approximately \$345 (exact amount to be determined pending receipt of a Local Cultural Council grant). End of month balance is \$11,815.35 plus a \$10,000 CD. Motion to accept was made by Brent Northup, seconded by Tod Beall and passed by the board.

At the June meeting we will request updated rosters from each operating committee, with the chairperson for each noted, to ensure that the Board has current information on the organization's activities. Motion to accept by Lynn Salem, second by Chris Mertens and carried by the board.

List of members who retain a key to Memorial Hall are Barbara Keffer, Cindy Nothe, Brent Northup and Forris Day (producers of up-coming play "Music Man") to the front door and Rich Dionne and Chris Mertens to the back door. Members with a key to House of Art are Cindy Nothe, Barbara Keffer, Maureen Solomon, Tod Beall, Reed Coles, James Hoffman and Nancy Bryant.

It was noted that the Director's Insurance Policy has been renewed until March of 2009.

The schedule for MAC Board Meeting will continue to be the third Wednesday of each month, and the Board will continue to meet through the summer because there are a number of activities underway or in the planning stages for the fall.

Theater Committee chair, Barbara Keffer, noted that the production of "I Hate Hamlet" was well received by the audiences which attended, however, the audiences were small and the production operated at a loss. The Board discussed some of the contributing factors and actions that can be taken to increase audiences and reduce costs for future productions. "Music Man" will be presented in November with Ray Surprenant as director, Elisabeth Weber as musical director and Brent Northup and Forris Day as producers. Brent and Forris are creating posters to be distributed around the area, publicizing the play and hopefully, recruiting talented individuals. Plays proposed for our spring '09 production are *My Three Angels* and *The Odd Couple*. Proposed play for fall of 2009 is *Fiddler on the*

Roof. The theater committee offered a workshop on “How to put on a successful Play” but it was cancelled due to lack of interest.

Art Show Committee report was given by James Hoffman. The Spring Show was a huge success. The Spring 2009 Art Show theme is *Gaia*. It was noted that the application for the Monson Cultural Council Grant must be submitted by fall 2008. The Summerfest Art Show will be held on July 4th with the theme *Life's Moments*. Entry fee for two works of art will be \$10.00.

Scholarship Committee report was given by Tod Beall. The committee has been working on a Talent Show to be held on October 4 at 7pm to raise funds for a scholarship to be awarded to a Monson resident graduating from 12th grade. Three cash prizes will be awarded at the Talent Show for the 1st, 2nd and 3rd place winners. The amount is to be determined. We have asked 4 pre-judges to assess the talent at auditions to be held September 13 from 9am to around 3pm. Those judges are: Erin Greene, David Wallace, Lynn Salem and James Hoffman. Dress rehearsal will take place on Saturday, September 27 at 9:30am and again on Tuesday, September 30 from 6 to 9pm. Judges for the Talent Show are Daniel Eaton of West Springfield's Majestic Theater, Peter Newland of Springfield, formerly of Monson and a professional musician, and Jenna Doty, a dance instructor. A stipend will be awarded to each judge. Lynn Salem is working on receiving a grant for MAC from her employer, Verizon. Money from the grant will be used for producing the Talent Show and for prizes to be awarded.

The Board anticipates seeking additional grants from corporations that have philanthropy programs to benefit education and /the arts. Funding will be sought to sustain efforts such as the Talent Show.

Art camp up-date was presented by Cindy Nothe. The Art Camp was established last year in conjunction with the Monson Parks and Recreation Department. Bill Devine will be the Director again. It will be held at Granite Valley Middle School from 9am to 3pm. Rooms available to MAC Art Camp will be the Art and Music room, Cafeteria and Auditorium. There will be a field trip to a museum. Monson Savings Bank will provide buses for this event and a Local Cultural Council grant will pay for museum admission. There will be a limit of 30 campers per week because of space limitations in the building.

There will be a Dinner-Dance held at Quaboag Country Club held on September 27 to celebrate the 30th Anniversary of the Monson Arts Council. A suggestion was made that a skit from the Council's first production, *A Feather in Her Cap* by local writer Phyllis Hull might be included in the plans for the event.

Report was given by Chris Mertens on procurement of volunteers to clean Memorial Hall under the supervision of Tracy Trempe. This clean-up will take place on June 21 and June 28. A total of 24 Arts Council members are willing to scrub and clean our beloved building, restoring it to a more acceptable appearance. The Arts Council will contribute \$50.00 towards the cost of lunches for the workers. Tod Beall noted that it would have been helpful to have someone from the selectmen's office or Historical Society present during the walk-through to provide advice on the cleaning and discuss the many small repairs that could be made for very little money.

It was proposed that the House of Art could also use a good cleaning and perhaps we could recruit a crew to do that sometime after the Memorial Hall cleanup. The main needs in that building are carpet

cleaning and reduction of clutter in the closets and basement. The Art Show Committee has also drafted Guidelines for Use of the House of Art. The committee will finalize the draft for approval by the Board in the fall.

If there are any items for the newsletter that have not been submitted, they should be sent to Jeanne Guertin as quickly as possible; publication timetable is early June.

Reminder to all members to renew membership.

Cindy Nothe will send us a copy of the bylaws for review prior to the next meeting and determine whether there is a need to modify the bylaws at this time. One clause indicates that in order to maintain our 501(C)(3) status as a non-profit corporation, our treasury needs to be audited. This matter will need the Board's attention.

It was brought up that as a nonprofit corporation we should have a site to store corporate documents such as our articles of incorporation, bylaws, treasurer's reports and meeting minutes. Currently those documents are stored at the homes of the officers of the corporation, and some historical files of marketing and promotional materials from our events are archived at Monson Free Library. Our corporate documents should be stored in a location that is accessible to the board but secured from public view. The Board's consensus is these files should be maintained at the House of Art or in Memorial Hall (possibly in a locked filing cabinet that could be kept in the safe in our meeting room at Memorial Hall).

Cindy and Barbara encouraged anyone who manages Arts Council documents on their home computers to be sure they keep their security software updated to protect our documents and information.

Destination Imagination, a group of traveling young artists from Monson, asked for a cash donation from MAC to support their trip to the national competition. Motion made by Jean Porwoll to donate \$100.00 for use by this group and seconded by Barbara Keffer. Motion carried by Board members.

A Monson High School student, Derek Ternullo, submitted a request for a donation to support his participation in a summer program at Berklee College of Music in Boston. Motion to deny the request for a donation to an individual was made by Tod Beall and seconded by Lynn Salem. Motion carried by Board Members.

Maureen Solomon (via email) requested approval to have the Arts Council host a Vibrational Healing program in June or July at the House of Art conducted by A. John Thorpe, a Certified Music Practitioner. Motion to approve the request was made by Jean Porwoll, seconded by Chris Mertens and carried by Board members.

At a previous meeting, it had been suggested we have business cards made up to help Board and committee members provide contact information to the individuals and organizations with which we do business. David Xanatos had indicated that he could design a generic card and have it printed it little or no cost. Motion to move forward with acquiring business cards was made by Jean Porwoll, seconded by Tod Beall and carried by Board members. Chris Mertens will contact David to arrange for him to design

and order a reasonable quantity of cards with the MAC logo, our mailing address, phone #, email address, and website address.

Motion to adjourn was made by Cindy Nothe, seconded by Chris Mertens and carried by the Board. Next meeting will be held on June 18th at 7pm.

Respectfully submitted,

Christine Mertens