

Center for the Arts - Board of Directors
March 13, 2014
Al Johnson Bd. Room
Mountaineer Square,
Mt. Crested Butte, CO

1. Call to Order and Establishment of Quorum

- President Melissa Belkin called the meeting to order at 2:10 p.m. on March 13, 2014.
Board Members Present: Gloria Kern, John Bruno, Melissa Belkin, Jason Napoli, Don Kern, Donna Rozman, and Marj Haver, Randi Stroh, Sarah Keene, Heather Featherman, Gloria Kern, and Marj O'Reilly. Missy Chamberland joined the meeting at 2:35.
- Executive Director present: Jenny Birnie
Ex Officio Board Members Present: Stephanie Juneau, Tom Steuer, Tom Seymour, Jennifer Brody
- Members attending by Phone: Cjay Clark, and Joel Benisch
- Guests Present: Mike Gemm and Steve Elder, Representatives from Suddes Group

1.1 Review and approve Meeting Agenda

*Carol moved to approve the agenda. Gloria seconded the motion. Motion carried with majority vote.

1.2 Approve consent agenda

*Randi made a correction to the 12/5/13 minutes. She was on the phone during the meeting. Randi made a motion to approve the minutes with the correction noted and John seconded the motion. Motion carried with majority vote.

2. Remarkable Human Resources

2.1 Volunteer Engagement

- * Heather Featherman and Sarah Keene gave their committee report. They are working to develop a strategy to recruit more volunteers. Stephanie Juneau and Jennifer Brody reported on how their groups sought out new volunteers.
- * The PR Committee is setting up plans for a recognition volunteer party.

*They asked the CFTA Board if anyone would be interested in taking on the position of an Executive Volunteer Coordinator. The HR and the PR committees will study what criteria this position or an ad hoc committee would require. They will report back for the May Board meeting.

3. Strategic Resource Development for Sustainable Growth

3.1 Review of financials for YTD 2014

*Jenny and Jason reviewed the Dashboard with the board and reported that the Center's financial position at this time is very good.

*Ticket sales for March and April are down.

* Jenny made a \$5,000 payment on our line of credit.

*The President's letter will be mailed by the end of the month.

3.2 Fundraising-Tour de Forks/CBWFF

* Carol May reported there are 2 TDF dinners schedule for Dallas and Houston. Each party will be for forty guests. Kate Ladoulis will be the guest chef for the events. Final details for the events are being discussed.

*The fund raising for the winter events is \$6,000 short.

* Chefs on the Edge is being planned. Jenny is checking to see if there is an event planner that can be hired for the event.

* Jenny is checking on another band to bring in for a home concern event.

*Marj reported on the TDF schedule. She is requesting that all Board Members check their summer calendar with the TDF dates, as she will be in need of many volunteers for the 18 events planned.

*Contact Jenny or Heidi if you find someone who is interested becoming a patron for the Wine and Food Festival. The cost for a couple to attend all the Wine and Food Fest as a patron is \$2,500.

*Carol reported that all information sent from the CFTA will go to the Board Members in order for them to be aware and informed of happenings at the Center.

4. Best –in-Class Facility

1.1 Update from the Suddes Group (Mike Gemm and Steve Elder)

*Mike and Steve reported to the group about their meetings and their plan for asking. Jenny, Carol, and Gloria will work with them on the ask. We as Board member are all encouraged to help find and introduce possible donors to them.

*Jenny is making visits to other non-profit groups as part of the Community Outreach Campaign for the new building. She will also be setting up home visits.

* Jenny explained the proposed pro-forma summary to the Board. She asked for the Board Members to look over the summary and get back to her with feedback by March 21st. Jenny can then finalize it and take it on the road and also as needed to donor visits or makes the substantive changes and report back to the Board before she takes it out to the community.

5. Adjournment

***2.1 Confirmation of next steps and closing remarks.**

Melissa confirmed that the next Board Meeting will be on May 15, from 2:00-5:00, but the location is to yet to be determined.

*HR and PR committees will report back with their follow up on the volunteer position

*Let Jenny and Carol know about anyone interested in Patron tickets for the wine and food festival.

*Suddes Group will continue to meet and gather information for us.

2.2 Adjournment

*Carol made a motion to adjourn the meeting at 4:55. John seconded the motion. Motion carried.

Respectfully Submitted,

Marj O'Reilly
Board Secretary