

DELAWARE VALLEY ARTS ALLIANCE



Board of Directors Meeting July 9, 2020

**Present: Allison, J., Dintiman, R., Greene, H., Harrington, S., Hust, D., Leamer, S., Lockwood, K., Luchsinger, J., Phillips, L., Porter, K., Price, MS, Raazi, J., Roth, J.
Executive Director: Shanberg, A.**

Due to the Covid-19 restrictions, this meeting was held by Zoom internet communication.

The meeting began at 6:30pm.

- I. Board Chair Opening Remarks**
 - a. We have been informed the Stevenson Family has requested any memorial contributions to honor Nancy are to be donated to DVAA. Perhaps donations may be ample enough to support an entire program.
 - b. Please tell your friends to buy a raffle ticket and continue to sell, sell, sell!
- II. Review of Minutes** approval of the minutes from the June meeting were passed after a motion was made by Jane Luchsinger and seconded by Mary Sue Price.
- III. Executive Director's Report (highlights)**
 - a. Sullivan county is now in Phase 4.
 - b. Riverfest online will launch July 10 and auctioning will begin for the returned 58 posters.
 - c. DVAA is collaborating with other organizations for programming: Delaware Valley Opera for an Evening of Song and The River Reporter for poetry, to name a few.
 - d. Ariel hopes to introduce 2 new staff members by next meeting.
 - e. We ended the fiscal year with a positive balance of \$29,821 which includes a \$5,000 small business grant from Jeff Bank.
 - f. As of today, 70 raffles have been sold.
 - g. Membership numbers appear to have diminished but, if you add the number of comps the total membership has increased.
 - h. We received approximately \$1,500 from members during the emergency appeal sent with renewals.
 - i. Jeff and Ariel will discuss and make a plan with regards to the issue of liability before letting volunteers return.
 - j. Results of the DVAA survey are not available at this time.
 - k. NYS Congress Woman Aliene Gunther met with the executive directors of Sullivan County arts organizations. If we are to request funding she will require a letter detailing the specifics of our request. She urged the ED's to push the county government. The discretionary funds available to her amount to small \$2,500 grants for capital expenses.

IV. Financial Report presented by Krisitin Lockwood (attached for review)

- a. We have received the \$30,000 check from the county with \$12,000 for re-granting purposes.
- b. We have several open invoices from businesses which we do not expect to be paid during the Covid-19 restriction period.
- c. The new chart of accounts that Ariel and Jeff have been working on is expected to be ready for data entry in July with the first report available in August.
- d. NYSCA funds are delayed....maybe will arrive in November.
- e. We will not be receiving rental income from DVO this year. They are not planning any performances this season.

V. Review/Comment Committee Reports

a. Advocacy

Survey in progress.

b. Board Development – recruitment for two open vacancies are in process, one a 1 year term and one 2 year term. The committee has listed candidate attributes sought. They are:

- 1. facilities management skills.
- 2. legal background
- 3. diversity in both geographic and/or race/ethnicity
- 4. accounting/business acumen
- 5. young

c. Executive - Meeting to be scheduled in the future.

d. Fundraising – currently focus is to promote the Riverfest poster auction and the Nantucket raffle. A promotional email will be created and sent to Board members for circulation.

The next focus will be for business supporters for the Big Eddy Film Festival.

e. Programming –

- a. 2020 grant awardees have been requested to submit a “change of scope” plan.
- b. 2012 DEC grants to individuals will go to 4 artists (2 sculptors and 2 poets) each receiving \$1,000
- c. Training workshops for grant applicants will be via zoom this year.
- d. Our scholarships will be focused more on merit allowing all talented students and opportunity to apply. Funding for these scholarships are not being maintained by current earning rates. The Community Foundation may be a source to manage these scholarships on behalf of DVAA.

f. Facilities - There are several areas which require attention/work. Jean and Steve volunteered to help. The internet needs to be moved to make the new office functional.

g. Re-Branding- The re-branding project is about 1/3 completed at this time with a virtual launch scheduled for September. Bizzy Coy has added valuable support to the process. The new website will provide hope, optimism and focus on grants, grant guidelines, Big Eddy Film Festival, etc.

The committee is very pleased with Jen Watts and her work. She appears to understand DVAA and therefore able to apply website information in an understandable, attractive way.

VII. Old Business

- a. Jane Luchsinger emphasized the value of having a Board member as part of the employee exit interview process. Her experience with Frankie's exit interview gave insight and future improvement insights which may require Board approval.
- b. The Board should consider establishing an Emeritus position. Liz Kubinik served the DVAA Board for decades and held various positions including President. An Emeritus status may be a way to honor her dedication to DVAA.

VIII. New Business – nothing additional to report.

Adjournment: Motion made by Jane Luchsinger and seconded by Sean Harrington to adjourn at 7:28pm

Submitted by:

Jane Luchsinger, Secretary