

The Arts Guild of Old Forge, Inc.

Board of Director's Meeting

May 26, 2010 Minutes

PRESENT: Deb Carhart, Patty Foley, Susan Hazard, Gary Lee, Helene McAleese, John Munyan, Katie Noonan, Debi Ritz, Kerry Rogers, Joan Spring, Ed Stafford, Bob Stanton, Michele deCamp, Director Emeritus and Jennifer Potter Hayes, Executive Director

EXCUSED: Kevin Jost, Clark Lubbs, Bill Simpson

CALL TO ORDER: The monthly meeting of the Board of Directors of the Arts Guild of Old Forge, Inc. was called to order by President John Munyan at 6:35 PM. John commented that Paddlefest was a great deal of fun! Kevin sold many tickets for the Hornbeck Canoe. Good will was enhanced and we gained new members.

MINUTES: Debi Ritz moved and Ed Stafford seconded a motion to accept the minutes of the April 28, 2010 meeting. The motion was carried.

TREASURER'S REPORT: Treasurer Debi Ritz distributed the finance reports to the board. She noted the new format on the monthly report. Frances Parent revised this document. Dave Upcraft's audit report will be held on June 17, 2010 at 4:00 PM. He will review the report from last year. Everyone is invited.

COMMITTEE REPORTS: Debi Ritz submitted a Craft Fair report prior to the meeting.

HORNBECK CANOE RAFFLE: John reported that we have collected \$7,520 from the Hornbeck Canoe Raffle. There are very few tickets in the building.

NOMINATING COMMITTEE REPORT: Ed Stafford recommended Chris Gaige to fill a vacant position on the Board of Directors until September 2010. Deb Carhart seconded the motion. The motion was passed.

REAL ESTATE COMMITTEE RECOMMENDATION: Bob Stanton reported on the work that has been completed to date to prepare the current building to be sold. Ed Stafford, Patty Foley and Chris Gaige also served on this committee. Bob explained the interview process that took place with the local realtors. Burkhard-Evans Realty and Rivet Realty did not want to become involved listing and selling our property. Timm Associates and Herron Realty were both interested in obtaining the listing. We are not on public sewer or water. There is 250 feet of waterfront property. After some discussion it was decided to list with Dawn Timm. The committee felt that she had more outlets and exposure. Bob Stanton moved and Debi Ritz seconded a motion to list the current Art Center building/property with Timm Associates for a one year contract at the price of \$800,000 with two exclusions to the listing agreement-CAASA and the Goldstone family who owns the bordering property. The motion was passed with two opposing votes.

NEW BUSINESS DEVELOPMENT: Patty Foley, chair of the New Business Development Committee talked briefly about the Florida property owned by the Arts Center. She reported that it is an undeveloped lot in a subdivision assessed for \$9500. She talked briefly about the history of some real estate transactions in that area. Patty Foley moved and Gary Lee seconded a motion to list the property with "lot experts" or on eBay for \$9500. Before it is listed, the neighbors will be offered a chance to purchase the property with a 30 day response window.

A discussion took place regarding the Virkler piano.

EXECUTIVE DIRECTOR'S REPORT: Printed copies of Jennifer's report were distributed. She highlighted the following parts of the report: the finance committee's approval of the 2010 operating budget, the hardwork-

ing staff, the Taste of Home Cooking School, the work that Terry Rozycki has accomplished with the business memberships (a list of business members was distributed), Judy Slater's continued work on the individual/household memberships, the grade 9 and 10 student visit to "Exaggerate", the Cabin Concert, the need for volunteers for the upcoming Neighbor Day on June 6th, the First Friday Art Walk on June 4th from 6-8, theater possibilities, the three new summer interns and the need for a records clerk (20 hour position). A discussion ensued regarding the need to volunteer for various tasks and take some of the pressure off of our staff.

CAPITAL CAMPAIGN: Tom Costello is a great consultant. The Board Retreat scheduled for June 25th will be rescheduled due to many conflicts. Please see Jennifer's Director's Report for more details on the consultant work that is taking place.

OFAC CONSTRUCTION PROGRESS UPDATE: Kerry Rogers informed the board that the Construction Committee met just before this meeting and will continue to meet on the 4th Wednesday of the month at 5:00pm. Twelve to fifteen people attended the meeting. Kerry walked the board through a detailed chart that explained the "Application for Cost Breakdown". This chart illustrated where we are now with regards to the building financial situation—where we were in the beginning---change orders---previous payments—money collected from USDA, NYSERDA etc and what needs to be raised.

Kerry Rogers made a motion upon the recommendation of the Construction Committee, and the approval of the USDA, I would request that the Board of Directors of the Arts Guild of Old Forge, authorize the request for payment in the amount of \$208,592 from the USDA funding, for construction work associated with the new building to Charles A. Gaetano Construction Corporation. Helene McAleese seconded the motion. The motion carried.

Kerry Rogers made a motion that upon the request of the Construction Committee, and the approval of the USDA, I would request that the Board of Directors of the Arts Guild of Old Forge, authorize the request for payment in the amount of \$7,510.30 from the USDA funding, for technical services associated with the new building, to Saratoga Associates. Debi Ritz seconded the motion. The motion carried.

Kerry Rogers made a motion upon the recommendation of the Construction Committee, and the approval of the USDA, I would request that the Board of Directors of the Arts Guild of Old Forge, authorize the request for reimbursement to the Old Forge Arts Center new building fund in the amount of \$5,000 from the USDA funding. This reimbursement is for a down payment for commercial kitchen equipment made to the Joseph Flihan Co. Gary Lee seconded the motion. The motion carried.

Ed Stafford made a motion to adjourn the meeting. Debi Ritz seconded the motion. The meeting was adjourned at 8:25pm.

The next regular Board of Director's meeting will be held on Wednesday, June 23, 2010 at 6:30pm.

Respectfully Submitted,
Joan Spring
Secretary