

The Arts Guild of Old Forge, Inc.

Board of Director's Meeting

September 28, 2009

Minutes

PRESENT: Deb Carhart, Patty Foley, Susan Hazard, Kevin Jost, Gary Lee, Clark Lubbs, John Munyan, Katie Noonan, Debi Ritz, Kerry Rogers, Joan Spring, Ed Stafford, Phoebe Green, Interim Executive Director and Michele deCamp, Director Emeritus

EXCUSED: Rex Germer, Helene McAleese, Bob Stanton

CALL TO ORDER: The extra monthly meeting of the Board of Directors of the Arts Guild of Old Forge, Inc. was called to order by President John Munyan at 7:00 PM.

MINUTES: Debi Ritz moved and Ed Stafford seconded a motion to accept the minutes of the September 14, 2009 meeting. The motion was carried. Joan will email the minutes to Jody for posting on the website.

BUSINESS PLAN: Kevin Jost reviewed the Business Plan approach with the staff during the staff meeting at 5:30 PM and again with the Board and CAASA/CALES representatives Dan Josephson and Ron Smith.

COMMITTEE REPORTS:

John Munyan reported that the Art Center will receive a 20% discount from the printer on the calendars as a result of trying to work out some technical issues.

Kerry Rogers reported on the New Building/Construction Committee. He updated the Board on some of the goals of the committee and the results of several meetings that have been held. They are gaining knowledge and expertise within their group to be able to speak with prospective donors and to become a decision making body that can bring issues back to the Board for discussion. Kerry met with the USDA field team this very morning and it went well. He credited Deb Carhart, who paved the way to Jill Harvey. We are on their hot list!!! Tomorrow they are meeting with Bill Gaetano and on Friday with Saratoga Associates. Deb Carhart told us that the USDA will work directly with us in a direct lending program. This is an entirely different program than what we were involved with over the past few years.

Committee Reports in writing included: Personnel, Antique, Quilt Show

DIRECTOR'S REPORT: Phoebe informed us that the Mohawk Lift System did inspect the elevator on 9/22/09. She mentioned a TOW School program featuring a storyteller. 102 children attended. We received a thank you from North Country Radio for a donation. We gave the Red Cross three gift items for their event. Phoebe will be meeting with the Director of the Art Center in Blue Mountain Lake. We have currently collected \$284 from the sale of calendars and some money from memorial donations.

ORGANIZATIONAL STRUCTURE: John distributed a "draft" chart depicting the committee structure of our organization. He asked all Board members to make any corrections that are needed. He asked all committees to meet and compose their charter, specific goals for 2010 and consider the role of the Board within their committee. A handbook will be developed that will include all committees and their charter and goals.

Kevin presented an update on recent activities of the Search Committee. He announced that the Capital Campaign Team will be meeting on Tuesday at 9:00 AM. He will also be meeting with donors and prospects to address their concerns and incorporate them within the Business Plan. He stressed that we all have an important role to play in obtaining the 2.1 million and a match for the \$500,000 anonymous pledge. Kevin will be in touch with each Board member regarding pledges. A short discussion was held regarding a possible meeting

with some representatives of the Stanley Theater to gather information regarding their building project, which may be useful in our situation.

Katie Noonan moved and Kerry Rogers seconded a motion to move into Executive Session. The Board of Directors entered into Executive Session at 8:00 PM. Gary Lee moved and Kevin Jost seconded a motion to end the Executive Session. Executive Session ended at 8:24 PM.

Debi Ritz moved and Gary Lee seconded a motion to accept the recommendations of the Search Committee. The motion passed.

MARKETING/WEBSITE: Katie Noonan and Jody Pritchard have been working on changes to the website and navigation tools on the website. They are open to suggestions regarding placement of items on the site. The next level that they will address is the idea of purchasing items via the website. More dynamic navigation will be needed on the back end of the site. Discussion continued regarding email lists catering to members and non members.

At one time we were looking into having email addresses for the Board. That idea has been abandoned. There are mixed feelings on the change and there would be some instruction that would need to be provided.

A Board retreat was discussed. The By Laws and Personnel Policy need some work. The By Laws are less urgent. Bill Simpson will join the Personnel Committee and lend his expertise to the Personnel Policies. Joan will give a working document to several staff members for their suggestions. The nepotism policy will be added to this working draft. The Board will get a Final Draft of this "working document" after review by Bill and the staff members.

Phoebe introduced a HUGE calendar. All committee meetings and Board meetings will be scheduled via that calendar. It will be at the front desk.

Clark Lubbs has volunteered to chair the Photography Theme Exhibit for 2011.

There will be an Executive Committee Meeting on Thursday, October 8th at 8:00 AM. and a Finance Committee Meeting at 4:00 later on that day.

Ed Stafford moved to adjourn the meeting. Kerry Rogers seconded the motion. The meeting was adjourned at 8:55 PM.

The next regular Board of Director's meeting will be held on Monday, October 12, 2009 at 6:30 PM and an extra meeting on Monday, October 26th . (There will be two meetings a month until the end of November 2009.)

Respectfully submitted,
Joan Spring