

The Arts Guild of Old Forge, Inc.
Board of Directors' Meeting
August 23, 2011 Minutes

PRESENT: Helene McAleese, Deb Carhart, Patty Foley, Gary Lee, John Munyan, Kerry Rogers, Ed Stafford, Rex Germer, Frances Parent, Kevin Jost, Katie Noonan, Chris Gaige, Bill Simpson, Bob Stanton and Executive Director Jennifer Potter Hayes

EXCUSED: Susan Hazard Rimato, Debi Ritz

CALL TO ORDER: The August 23, 2011 monthly meeting of the Board of Directors of the Arts Guild of Old Forge, Inc. was called to order by President John Munyan at 6:34PM.

MINUTES: Kevin Jost presented a couple changes to the minutes. Bill Simpson moved and Patty Foley seconded a motion to accept the July 25, 2011 Board of Director's monthly meeting minutes as corrected. The motion carried.

COMMITTEE REPORTS: No questions on the committee reports.

TREASURER'S REPORT: Frances Parent delivered the finance report which included a seven month actual report through July 2011 and 5 month projected for revenue and expenses through December 2011. She also discussed new financial matters the Finance Committee is pursuing including debt consolidation and insurance. She gave the board an update on the organization's debt.

Deb Carhart made a motion to engage the organization in Internet banking to pay bills online. Chris Gaige seconded the motion. The motion carried.

Frances Parent moved and Deb Carhart seconded a motion to authorize Dawn Lenci, Finance Manager to speak on behalf of View to banks, the IRS, investment companies, and NYS taxation. The motion carried.

Next Frances gave the board an update on the organization's insurance and debt status.

EXECUTIVE DIRECTOR'S REPORT: Jennifer Potter Hayes presented the Executive Director's Report which included an update on positive attendance in the new building, especially with record attendance at the ANEAW opening. Jennifer reviewed upcoming events, the Hornbeck canoe raffle, old building clean up and garage sale, staff relations, Moving Mountains signage, special event business such as conferences and weddings and donor signage.

FIVE YEAR PLAN: Kevin Jost reported that work on the 5 Year Plan will resume with staff over the coming weeks, especially with updated actual numbers through July and the 5 month projections. Sub schedules for various parts of the plan will be the main focus.

CAPITAL CAMPAIGN: Kevin Jost complemented Leslie Bailey on her positive work with the Capital Campaign and added that she is a great asset to the organization. Her reports are organized and consistent. Kevin also announced a new pledge. Next Kevin said that we need to continue to work on quality of service within the organization. Frances Parent suggested we

install a suggestion box and Deb Carhart added that View should implement the top 5 transactions that each staff member should know how to do. Jennifer added that most staff knows these transactions.

NOMINATING REPORT: Ed Stafford delivered the nominating committee report as follows:

This will be a two part report on the nominating committee.

First of all a repeat of where we will stand after the Annual meeting: We now have 16 members on the Board. The by-laws state that we can have from 12 to 15 Board members. Each Director is time slotted into a position that rotates every 3 years so that no more than 5 Directors will be replaced each year. This year we have one Director, Patty Foley who has served two three year consecutive terms and therefore will not be eligible to be elected to the board until she is off the board for a period of one year. Leaving the Board after serving one three year term will be Rex Germer and Bob Stanton. Patty, Rex and Bob are all in the 2011 slot. Bill Simpson is resigning after one year and is in the 2013 slot. We also have the extra member in the 2013 slot, so this brings us back to 5 Board members within the 2013 slot. Election of new board members will be held at the annual meeting and that leaves us with two empty slots for 2011. If we appoint a Director on the Board during the coming year they will be placed in the 2011 slot as that is the only slot open.

The second part of my report deals with the Annual meeting on Mon 29 Aug. Following the By-laws and Charter; the Nominating Committee decided that the one Board member on the committee cannot be Chairman. The 5 members of the Nominating Committee held an election and chose Sheila Brady as Chairman. Sheila will present the nominating committee report at the Annual Meeting. After her report the nominating committee would like to read a Statement to members written by Dutch Vandervort. Either Joan Spring or Dutch will read the statement. The statement was given to the Executive Committee for approval. It deals with the accomplishments of View over the last two years and asks membership to speak up, be heard and influence future operations.

SALE OF THE OLD BUILDING: Chris Gaige reported that Pavia has had several people in to see the building in the past few weeks and there are more showing scheduled in September. He reported that more cleaning is needed in the building.

NEW BUILDING: Kerry Rogers made a motion that upon the upon the recommendation of the Building and Finance Committees, and the approval of the USDA, I would request that the Board of Directors of the Arts Center/Old Forge, authorize a transfer in the amount of \$7,328.19 from the USDA funding, for expenditures related to Furniture, Fixtures and Equipment for the new building. Frances Parent seconded the motion. The motion carried.

ONGOING PROCESS CHECK: Deb Carhart reported that she did not have any comments. The executive committee charter will be finalized soon and the HR committee needs to complete a charter.

John Munyan ended the meeting with a special thanks to outgoing board members Bill Simpson, Rex Germer, Patty Foley and Bob Stanton for their service to the organization.

Ed Stafford made a motion to adjourn the meeting. Deb Carhart seconded the motion. The meeting adjourned at 8:14pm. The next monthly Board of Director's meeting will be held on Monday, September , 2011.

Respectfully Submitted,
Katie Noonan
Secretary