

**Cain Center for the Arts  
Executive Committee Meeting  
MINUTES  
April 4, 2019**

Attending: Pat Bechdol, Troy Stafford, Carroll Gray, Justin Dionne. Anita Overcash  
Absent: Greg Wessling

Justin Dionne	<b>Action 1:</b> Justin to check with GreerWalker about an invoice for PMA Consulting that is showing up twice on the operating report.
Justin Dionne	<b>Action 2:</b> Justin to ask GreerWalker to correct the top of the balance sheet columns. They should read (left to right): Month To Date, Year To Date, and Year Ending.
Anita Overcash	<b>Action 3:</b> CCA video to be shared with the board.

- I. Approval of Minutes from the March 7, 2019 Executive Committee Meeting - The committee requested Minutes be resent via email for approval. Update: All approved of the Minutes circulated.
  
- II. March Financials - The operating report for March shows the \$30,416.65 received from the Town. Troy noted that on the March operating report, line item "Program Revenue" shows the refund for the cancelled Charlotte Ballet classes. There was a class expense of \$150 for the cancelled class. So far, the board gifts for operating total \$2,773.33. There were also travel and lodging expenses from when Justin attended the Town retreat and from Arts Day, which Justin and Allison attended in Raleigh. **Action 1:** Justin to check with GreerWalker about an invoice for PMA Consulting that is showing up twice on the operating report. Troy said that we are on track with where we should be year-to-date. Total revenue is \$32, 949.98. Total operating is \$33,597.01. The capital report for March shows \$10,710.00 for restricted capital pledges and \$7,213.86 for interest earned. The balance sheet for March shows net assets of \$16,711.59. **Action 2:** Justin to ask GreerWalker to correct the top of the balance sheet columns. They should read (left to right): Month To Date, Year To Date, and Year Ending. Pledge total for March is \$10,710.00. Updated cash total through end of March is \$2,577,300.91.

- III. Founders' Ball on May 3 - All those who are invited to the event should reply to Anita, who will track rsvps and gather email addresses. Show flow for the event was also reviewed. The event is on the same day as the Quail Hollow golf tournament, so there is a possibility that some people may arrive later. It was recommended to have a quote from Doug Singleton and some others included on the video. Everyone who attends and pledges will receive a gold Founders' Society lapel pin. The goal is to raise \$500,000 or more at the event. Justin shared a short CCA video. **Action 3:** CCA video to be shared with the board.
- IV. Intelligent Forecasting - The intelligent forecasting document has been revised. This was approved by campaign committee and finance committee. The goals have not changed, but it is more readable. Andrew also approved of it.
- V. Travis Gift - The in-kind gift from Chuck and Janice Travis for architectural work for 17/18 was approved at the last board meeting. The Travis' new request is to add a cash contribution of \$32,500 to the in-kind gift, which would total \$100,000. The committee approved of the \$32,500 cash donation to the in-kind gift from Chuck and Janice Travis.
- VI. PR Firm - A PR firm has been selected and is in the process of being approved by the task force.
- VII. Upcoming events - The N. Mecklenburg Rotary Golf Tournament is on May 6. Justin encouraged the committee to form foursomes and find sponsorships. All the money raised from the event will go to Cain Center for the Arts for future education outreach. Also, CCA has been selected as a recipient for Tate Cares this year. The Allen Tate Porch Party will be on May 6, 4:30-6:30 p.m. and we need board members who aren't attending the golf tournament to attend.
- VIII. The next Executive Committee Meeting is on May 9.
- IX. Adjournment - There being no further business to discuss, the meeting was adjourned.