

**Cain Center for the Arts**  
**Board of Directors Meeting**  
**November 12, 2019**  
**MINUTES**

Attending: Greg Wessling, Pat Bechdol, Cynthia Bush, Jim Duke, Paul Newton, Kate Gaither, Bill Morgan, Donna Johnson, Steve Brumm, Woody Washam, Denis Bilodeau, Joshua Dobi (by phone), Justin Dionne, Allison Elrod, Anita Overcash, Andrew Grant

Absent: Troy Stafford, Ginger Griffin, Caroline Mullan

- I. Welcome - Greg welcomed the board and noted that there was a quorum.
- II. Minutes from the Board of Directors meeting on Oct. 14, 2019 - Motion to approve the minutes by Jim, second by Kate. All approved of the Minutes from the Board of Directors meeting on Oct. 14, 2019 as circulated.
- III. October Financials - Justin presented the October Operating Financials. He noted that the report was clean. Mentioned line items included: "special events income" of \$12,516.52, which was money generated from the art auction at Irvin Law. This will be designated to education outreach. There was also "restricted income" of \$11,832.69, which was money donated from CCAG to be used towards future events like Tawba Walk, etc. Justin said that a task force has been formed for work between Cain Center and Bella Love. This includes board members Denis and Donna. He also noted a refund on "conferences and trade shows." Kate recommended budgeting more for special events and conferences & trade shows. **Action 1:** Justin to consider budgeting more for special events and conferences & trade shows. The October Capital Report showed \$90,600.00 in restricted capital pledges and interest of \$12,262.41, which came to a total of \$102,862.41 for October month ending. The October Balance Sheet showed \$150,206.43 in Operating and \$5,352,991.52 in the escrow account. That brought total cash and cash equivalents to \$5,503,197.95. Justin noted that line item "operating pledges receivable" for \$2,950.00 is for Allen Tate. He also noted that line item "vendor deposits" shows \$2,500.00, which is a deposit for the April 3 Founders' Ball that will be held at Peninsula Club. Under net assets, it was noted that the "restricted net assets - education" of \$26,738.52 is for education outreach and that "restricted net assets" of \$11,832.69 is for programming. Total liabilities and net assets totalled \$8,405,736.06. Justin presented a FY 21 Budget Calendar plan. The budget for FY 21 has to be submitted to the town in January, therefore the budget for FY 21 will need to be approved by the Cain Center board in December. Finance Committee will meet prior to that to approve the budget.

- IV. Campaign Update - Allison noted that she is working on a reforecasting for pledges/cash since the group now has better knowledge based on experience with the campaign. This will include a \$5 million benchmark for May of 2020. Greg asked the board how they felt about that plan and they agreed with it. Allison reported on pledges and cash updates. For pledges: For October, there was a Founders' Society goal of \$50,000. 14 new pledges totalling \$90,600 were received. The September goal was \$50,000 and the September actual was \$76,750. November and December goals will be increasing to \$100,000. She also noted that some of the new gifts were from Davidson and Mooresville. For cash: There were 23 Founders' Society payments totalling \$153,768.33. In September, payments totaled \$79,031.00. Allison said that new goals will reflect actual anticipated pledge receipts. The Irvin Law event raised \$2,625 in donations from 19 donors. Allison noted that all of these donors have Davidson addresses. The auction raised an additional \$10,387.50. Funds raised for education outreach now total \$27,234.50. Allison also said that she will be sending out content to board members that can be used for sending letters to prospects. **Action 2:** Allison to send content to board members that can be used for sending letters to prospects. The Cashion gift agreement has been signed and a press release will follow. The press release will also be sent to board members. **Action 3:** Anita to send the Cashion press release to board members. Allison also showed the board the language that will be included on a new planned giving insert. Greg also noted that there will be a pledge from Thom and Susan Tillis. This will put the Founders' Society members at 98.
- V. Construction Update - Steve updated the board on what is happening with design work. The construction committee met with architects, as well as the Cains and Greg on Oct. 28 and 29 when the design renderings were presented. The Cains and the committee were dissatisfied with the designs. Afterwards the committee sent a letter to the architects to formally reject the designs for the exterior and interior of the building. The architects agreed to redo the designs at no additional fee. These designs will be presented to the committee (with the addition of Ginger) and to Greg and the Cains on November 15. Justin also noted that Malcolm's New York firm has merged with a firm in California, but that this will not affect the project.
- VI. Other Business - A Deloitte engagement letter was presented. This will be the third engagement with Deloitte and it will be to help Cain Center with the transitional merge with the PARC-run CAC. Approval for the third engagement with Deloitte was necessary since this will be another in-kind gift from Deloitte. Motion by Donna and second by Woody. All approved of the third engagement with Deloitte. Greg noted that Justin's contract is up for renewal. Greg will work on contract negotiations with Justin for a contract that will be for the next three years. After the contract has been revised, it will be

presented to the board for approval at the December board meeting. Greg asked that if any board members have input for the contract, they should send to him within the week. Justin also informed the board of a \$200,000 committed pledge from The Bost Foundation that will be restricted for a grand piano for the center. The next board of directors meeting will be held on December 9, 2019. Cynthia asked that a reminder be sent out earlier since the holidays are approaching. **Action 4:** Anita to send an earlier reminder to the board about the December 9, 2019 board meeting.

VII. Adjournment - There being no further business to discuss, the meeting was adjourned.