

**Cain Center for the Arts
Board of Directors Meeting
March 9, 2020
MINUTES**

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

Absent: Joshua Dobi

- I. Introduction - Greg Wessling welcomed everyone and noted that there was a quorum. Considerations for approval for the meeting were noted and included: Design Development, Paver Campaign Phase One, Aquesta Naming Agreement, and a Non-Discrimination Policy.
- II. Approval of Minutes from February 10, 2020 Board of Directors Meeting - Motion to approve the Minutes from February 10, 2020 by Troy, second by Bill. All approved of the Minutes from February 10, 2020 as circulated.
- III. February Financials - Troy reviewed the Operating Report, Campaign Report and Balance Sheet for February with the board. February Financials have been added to the board packet and to the Finances section of the board portal.
- IV. Campaign and Founders' Gala Update - Allison gave a powerpoint presentation with Campaign and Founders' Gala Updates. This presentation will be added to the Board of Directors meeting packet via the board portal. In regards to the Paver Campaign Phase One, Allison presented brick option sizes of 6x6, 6x12, and 12x12 and costs of \$250, \$500, and \$1,000 for the public phase of the campaign. There will also be a presale option for a brick at the Founders' Gala, but pricing options are currently being reviewed. Once determined, an email will be sent to the board for vote before the Founders' Gala. Motion by Cynthia, second by Woody. All approved of the Paver Campaign Phase One plans for sizing and pricing. Aquesta Naming Agreement - The board reviewed changes to the naming agreement for Aquesta. Allison presented the two items requested to be changed in section eight. **Action 1:** Allison to remove the "ing" from "assigning." It should be added that if the planned pledge payment schedule is not met, the organization could lose naming rights. Motion by Bill, second by Kate. All approved of the Aquesta Naming Agreement as long as nothing else is detected by Town and board lawyers who will further review. The Aquesta Naming Policy was approved. Non-Discrimination Agreement - A Non-Discrimination Policy is needed for a grant that Cain Center is

applying for. The Non-Discrimination Policy included in the board packet was based off of the Town's Non-Discrimination Policy. Motion by Denis, second by Donna. All approved of the Non-Discrimination Policy. Allison also presented the board with the show flow for the upcoming Founders' Gala.

- V. Design Development - Steve spoke to the board about design development. There will be money leftover from the contingency. Bidding begins in October. He proposed taking the construction amount from 18,000.00 to \$19,600.00, as the contractors need to have a final number. Motion by Ginger, second by Cynthia to raise construction amount to \$19,600.00. This will need to be taken to the Town board for approval. Pending approval or any changes on specifics of the agreement, this will go back to the Executive Committee for approval. The importance of making goals noted in the Management Services Agreement per LGC policies was noted in regards to construction and going to bid.
- VI. Other Business - CAC/CCA Integration Task Force Report - The task force is continuing to meet to prepare for the CAC/CCA transitions. An outline of the operating agreement, which will eventually replace the management services agreement, is underway. On Thursday, the communications plan (included in the board packet) will be distributed along with talking points and a press release regarding the CAC/CCA transition. The PARC board and staff have been notified. Justin will start attending PARC board meetings.
- VII. The next Board of Directors Meeting - Monday, April 13, 2020
- VIII. Adjournment - There being no further business to discuss, the meeting was adjourned.