

Cain Center for the Arts
Executive Committee Meeting
June 4, 2020

Attending: Greg Wessling, Pat Bechdol, Cynthia Bush, Troy Stafford, Steve Brumm, Justin Dionne, Allison Elrod, Anita Overcash

- I. Welcome - The meeting was called to order and Greg noted that there was a quorum. The meeting was held via Zoom technology.
- II. Approval of Minutes from May 7, 2020 Executive Committee Meeting - Motion by Pat, second by Troy. All approved of the Minutes from May 7, 2020 as circulated.
- III. Construction Update - Steve updated the group on the status of the negotiations with Rodgers Builders over an invoice for \$100,000 for unauthorized work on the pre-construction. CCA is in the process of disputing the costs. It was recommended that the attorney for the Town of Cornelius look at the contract and that Steve speak with Andrew Grant about what happened and to then report back to Rodgers with input from those conversations. **Action 1:** Steve to follow up with the Town attorney and Andrew Grant in regards to the ongoing situation with Rodgers. At Monday's board meeting, Steve will share information about how negotiations are still pending with Rodgers.
- IV. May Financials - The May financials were unavailable. Justin gave an update on the FY21 Budget. The Town of Cornelius has discussed the request, which was for \$10,400 more than last year, and they have said that they will not be able to accommodate the requested increase of funds. Justin is working with Beth on ways that CCA may be able to use cash reserves to cover the extra \$10,400, which will be removed from the FY21 Budget that was submitted to the Town.
- V. Executive Director Update - Justin said that May has been a good month. CCA has received good press from rendering releases over the past three weeks. Articles were published in *Cornelius Today*, *Herald Citizen*, and *Q.C. Nerve*. Greg noted that Justin also gave a presentation at the Coffee Chat that went well. Justin told the committee that CCA's social media presence continues to grow. He asked if the committee would like Social Media Reports included in presentations going forward and they said they would like to see that data in the future. Anita will add the May Social Media Report to the board packet for Monday's meeting once she receives it from Will.
- VI. Campaign Update - Allison presented a campaign update. Her presentation has been added to the Executive Committee meeting packet. May pledges included nine new

pledges totaling \$27,633. Current total fundraising, including the land and Town bond, is \$15,707,998. This does not include the \$250,000 from Aquesta Bank, as we are waiting on the final paperwork. In cash, there were 23 payments totaling \$39,469 for May. Allison also reviewed plans for the Brick Campaign with the committee. Bricks will be available in the following sizes/pricing: 4x8 for \$250; 4x12 for \$500; and 8x8 for \$1,000. Cynthia recommended having another way that community members could get involved with recognition if they can not buy a brick. The committee reviewed guidelines for what can be written on the bricks. This includes language like: "In Honor," "In Memory," Family names, and company names. There are plans to not allow personal expression (ex. song lyrics, quotes, political messages, etc.) on bricks. Allison also included the number of characters and lines for each brick in the presentation, and a layout of how bricks will be placed in and around the center. A detailed timeline for the April, May, and June plans for the brick campaign was also included. July, August, and September is when the brick campaign will begin. Allison also gave an update on work that the Gala Committee has been doing. The committee has determined that an in-person gala with 200 and more people is not possible at this time. The group is leaning towards having multiple small groups together for in-person events and a virtual screening instead of a traditional gala, however they would like to try to have a traditional gala in early 2021. A survey (included in the packet) will be sent out to constituents to see how comfortable they are with in-person gatherings. Cynthia recommended adding months to the survey. **Action 2:** Anita to add a question about how comfortable people are with attending events during certain months. The group will continue to monitor the government orders for Phase 3 and to work on a budget for the event. These will be presented for board approval in July. Allison reminded the committee that the new two-year pledge period begins on July 1, 2020.

VII. Other Business - Greg and Andrew are working to get confirmation on the \$1 million gift from Mecklenburg County. Once they have officially heard an update will be given, hopefully at Monday's board meeting.

CCA/CAC Transition - PARC is planning to have some summer camps and they are working with CCA on transition plans. Mindi Ellison at the CAC is currently reviewing an offer for the CCA Program Director position with CCA.

Jim Duke will be rolling off the board. His last board meeting will be on Monday.

Nominating committee is recommending two new board members, Jean Bock and Bill Ward, and they will be interviewing them soon. They will update the board on a recommendation for Jean Bock and Bill Ward at Monday's June board meeting. The Slate of Officers will also be presented at the June board meeting. Current officers (President Greg Wessling, Vice President Pat Bechdol, Treasurer Troy Stafford, and Secretary Cynthia Bush have agreed to another one-year term.

At Monday's board meeting, Troy will ask board members to make 19.20 Annual Fund contributions before July 1, 2020 if they have not already.

An amendment to the CCA Employee Handbook was presented. It was recommended that the month for salary increases be changed from September 1 to July 1, which is the start of the new fiscal year when they are scheduled for. The Executive Committee approved the amendment to the month change (from September to July) for salary increases as presented in the Employee Handbook. There does not need to be a full board vote, but the changes will be noted at Monday's June board meeting.

VIII. The next Executive Committee Meeting is on Thursday, July 9.

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