

**Cain Center for the Arts  
Board of Directors Meeting  
June 8, 2020**

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

- I. Welcome - The meeting was called to order and Greg noted that there was a quorum and that he has Caroline's proxy. The meeting was held via Zoom technology.
- II. Approval of Minutes from May 11, 2020 Board of Directors Meeting - Motion by Troy, second by Woody. All approved of the Minutes from May 11, 2020 as circulated.
- III. May Financials - Troy reviewed the May financials (these can be found in the board packet). There is still money from the PPP loan that is being used, but the money is not reflected in the operating financial statement. It can be seen under the line item "Long Term Liabilities / Debts - PPP Loan Payable" on the May Balance Sheet as \$41,400.00. It was noted that the PPP loan will be reviewed locally and forgiven at a later date. 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 will be meeting with the Finance Committee to discuss the use of cash reserves to cover the extra \$10,400, which will be removed from the FY21 Budget that was submitted to the Town. The final budget amendment will then be brought to the Executive Committee and to the Board of Directors for a vote in July.
- IV. Executive Director Update - Justin said that we are continuing to follow the 90 day plan set in place due to Covid-19 and that May has been a good month. Positive news includes good press from rendering releases over the past three weeks. Articles were published on *Cornelius Today*, *Herald Citizen*, and *Q.C. Nerve*. CCA's social media presence also continues to expand (see May Social Media Report in the board packet).
- V. Campaign Update - Allison presented a campaign update (her presentation has been added to the board 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. May cash included 23 payments totaling \$39,469.

Allison also reviewed plans for the Brick Campaign with the board. Bricks will be available in the following sizes/pricing rates: 4x8 for \$250; 4x12 for \$500; and 8x8 for \$1,000. She also presented guidelines for what can be written on the bricks. This includes language like: "In Honor," "In Memory," Family names, company names, etc. There are plans to not allow personal expression (ex. song lyrics, quotes, political messages, etc.) on bricks. These guidelines will need to be discussed further. Greg suggested that Allison look at what some other organizations have done in the past for tier brick campaigns.

**Action 1:** Allison to research what guidelines other organizations have used for their brick campaigns. 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. Founders' Society members will have first access to inside bricks until Sept. 12, 2020. The general public will have access to exterior bricks at the demolition event, which is slated for August. Greg encouraged board members to support CCA through the brick campaign. Allison also gave an update on Gala Committee work. The committee determined that an in-person gala with 200 and more people is not possible at this time. The committee suggested having multiple small groups together for in-person events and a virtual screening on Sept. 12 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. Government orders for Phase 3 will continue to be monitored and work on a budget for the event will continue. The updated plans and budget will be presented for the board for approval in July. The Executive Committee approved of the suggested gala plans and recommended moving forward with them. The board was in unanimous agreement. Allison reminded the committee that the new two-year pledge period begins on July 1, 2020.

- VI. Construction Update - Steve updated the board on the status of the negotiations with Rodgers Builders over an invoice for \$100,000 for unauthorized work on pre-construction. CCA is in the process of disputing the costs. Steve and Andrew are in talks with Rodgers on how the situation will be handled. If there are any issues that arise, the board will be informed. Currently, things are moving ahead as CCA has entered into 50 percent construction designs.
- VII. Other Business - CCA/CAC Transition - CCA is working with PARC on a transition plan. Mindi Ellison at CAC is currently reviewing an offer for the CCA Program Director position. The CAC transition plan will be presented to the board in the coming months. CCA Employee Handbook - It was noted that the Executive Committee approved of a change in the CCA Employee Handbook. This change was in reference to salary increases. In the handbook, it listed September 1 as being the date for salary increases,

but it should have said July 1, since that is when the new fiscal year begins. The Executive Committee agreed unanimously on the change from September to July in the CCA Employee Handbook.

Justin Dionne Contract - Greg informed the board that a contract for Justin Dionne to serve as Executive Director has been negotiated for another three years. It will go into effect on July 1, 2020.

Nominating Committee - Ginger said that all of the current CCA board officers have agreed to another one-year term. This includes President Greg Wessling, Vice President Pat Bechdol, Treasurer Troy Stafford, and Secretary Cynthia Bush. The board voted for the slate of officers. Motion by Paul, second by Kate. All unanimously agreed to the proposed slate of officers.

Jim Duke, who is rolling off of the board, was thanked for all of his hard work and dedication to the project. Allison showed him an award, which she will deliver to his home.

The Nominating Committee is currently in talks with two potential candidates for board seats. These candidates, Jean Bock and Bill Ward, will be interviewed by the Nominating Committee soon.

19.20 Annual Fund Board Giving - Troy noted that some board members have not given to the 19.20 Annual Fund and he encouraged board members who have not yet given to do so by June 30, 2020 (before the new fiscal year starts).

Mecklenburg County Gift - Greg shared the news that Mecklenburg County is donating \$1 million dollars to CCA's capital campaign. Woody, Andrew, Justin and Thurman Ross gave a presentation and worked with commissioners to help secure this gift. Allison will be writing a thank you note that will be sent to board members so that they can tweak/personalize and send to Representative Elaine Powell and/or County Commissioner Pat Cotham. CCA is currently working with The Town of Cornelius and Mecklenburg County on a joint press release.

VIII. The next Board of Directors Meeting is on Monday, July 13, 2020.

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