

**Cain Center for the Arts**  
**Executive Committee Meeting**  
**December 10, 2020**

Attending: Greg Wessling, Pat Bechdol, Troy Stafford, Cynthia Bush, Justin Dionne, Anita Overcash

- I. Welcome - Greg welcomed the group and noted that there was a quorum present. The meeting was held via Zoom.
- II. Approval of Minutes from November 5, 2020 Executive Committee Meeting - Motion by Cynthia, second by Troy. All approved of the Minutes from the November 5, 2020 Executive Committee meeting as circulated.
- III. November Financials - Troy presented the November Financials (included in the Executive Committee packet). Troy noted that we are waiting on the PPP loan paperwork  
FY Budget Amendment - The FY Budget Amendment was approved by the CCA Finance Committee and is being recommended to the Executive Committee.  
GreerWalker also recommended the Budget Amendment. Some of the changes to the budget amendment included the following: reduction to line item for meals and travel from \$6,875 to \$1,500; increase to marketing line item for Burke services from 25,000 to 37,350; and a reduction to salaries line item from 222,000 to 202,000 and payroll reduction. It was recommended that Workers Compensation and health insurance be moved to the labor line total. ***Action 1:*** Justin to move Workers Compensation and health insurance to the labor line item total. All approved of the Budget Amendment as circulated.  
Draft Budget for FY 22/23 - Justin reviewed the draft budget for FY 22/23 (it was included in the Executive Committee meeting packet). The total appropriation request was \$442,998.00 (\$289,600 for the Cain Center appropriation and \$153,398 for Cornelius Arts Center). The executive committee agreed with the FY 22/23 draft budget but it was not formally voted on as changes may still be made.  
Aquesta Bank Commitment letter - This was included in the meeting packet. Troy is looking into what happens with the financial commitment after five years and talks about collateral. He is also discussing the green space with the Town of Cornelius.
- IV. Campaign Update - Justin presented the campaign update. In November, there were three new Founders' Society members totalling \$15,000 and including two new community gifts of \$2,500 on a goal of \$300,000. The pledges and cash report will reflect the new changes to strategy in January. November pledge payments totalled \$354,627.49 and brick sales totalled \$11,464.67. Going forward there will be a push for Founders' Society

members to increase their pledges and for people to join the Founders' Society, as we grow nearer to groundbreaking. There is an upcoming event at the Point, which is being hosted by Carmen Schuller.

- V. Marketing Updates - Work with Burke has started and is going well. Staff from Burke will attend Monday's board meeting.
- VI. Construction Update - Demolition has restarted on the site. Currently the wrap around signage for Cain Center has been removed due to the fence falling over during high winds. It will be added back to the fence soon.
- VII. Other Business - The CAC/CCA Transition Task Force has had some very good meetings and is continuing to work on the transition of the CAC. They are currently working on a hybrid transition timeline strategy. Mindi Ellison who was the Program Director at CAC left. Megan King was hired to replace her in the Program Director role. King previously worked at Blumenthal PAC. Justin plans to engage with her in January and she will be part of the future CAC/CCA Transition meetings. The lease for the CAC ends on April 30, 2020. Justin and Greg are working with Kate Gaither on a strategy for approaching the property owner.  
Operating Agreement - Greg is continuing to work on this along with CCA attorneys and Town attorneys. They have made changes to the last draft per LGC recommendations. Greg will send an email to everyone with the updated document if approval is needed electronically.  
Justin, Woody, Andrew, and Wayne gave a presentation to Hugh McColl and he was very impressed with the CCA updates. He is planning to speak with Bank of America about CCA.
- VIII. The next Executive Committee meeting will be held on Thursday, January 7, 2021.
- IX. Adjournment - There being no further business to discuss, the meeting was adjourned.