

Cain Center for the Arts  
**Board Meeting Minutes**  
February 22, 2022  
Zoom Meeting

**Attending:** Greg Wessling, Bill Ward, Pat Bechdol, Kate Gaither, Susan Wolf, Ginger Griffin, Jean Bock, Bill Morgan, Troy Stafford, Donna Johnson, Paul Newton, Steve Brumm, Justin Dionne, Perry Mixer, Anita Overcash, Iris Wyatt, Simone El Bey.

**Not in attendance:** Cynthia Bush, Joshua Dobi

We have the required quorum. Greg called the meeting to order.

**Minutes from January 25<sup>th</sup> Board Meeting** – motion to approve by Jean Bock, seconded by Bill Ward. January's Board Meeting Minutes approved unanimously.

**Financial Report – Bill Ward**

- Bill shared the Balance Sheet report with the board members. Bill asked about the \$8M under Capital Campaign Grants Receivable. Justin explained that these are the public dollars from the town, county, and state. Bill Morgan asked about the deferred revenue for programs. Justin explained to Bill and the members that the revenue is not recognized until the program happens. The Balance Sheet looks good.
- Justin explained the Restricted Seat Campaign line item on the Capital Report. A donor (Jack Wilson) made a restricted donation for 6 seats. His son called with another proposition. Take \$5,000 for his parents' seats, and then take another \$10,000 to sponsor a show next year in the name of Jack and Sarah Wilson.

*Endowment Taskforce Update - Justin*

- Endowment Taskforce interviewed Merrill Lynch, Foundation for the Carolinas, FinTrust and Morgan Stanley for a long-term solution for the endowment. The final choice was between Merrill Lynch and Morgan Stanley.
- The Endowment Taskforce and the Executive Committee recommends Morgan Stanley. Morgan Stanley has the most competitive fees and good administrative and backend support. Greg put forth a motion to make Morgan Stanley our endowment partner. Motion to approve by Ginger Griffin and seconded by Donna Johnson. The recommendation was approved unanimously.

**Construction Update – Paul Newton**

- Still trying to get the building closed as soon as possible.
- Working on site work such as storm piping and electrical conduits, etc.
- Metal stairs are starting to go in.
- Second floor concrete just about finished.
- Paul invited board members to come out and tour the site.
- Greg asked why Catawba is being reduced to one lane. Paul explained to the board members that new piping is going in, and the detour should be short-lived.

*Construction Financials – Justin Dionne*

- Justin shared with the board members the current change orders and revised contract value, and billing to date.
- Justin also shared recent progress photos and drone footage of the site.

**Executive Director Report – Justin Dionne**

- Justin shared his workflow with the board members.
- We have two confirmations for shows in 2023. It includes the Charlotte Symphony and Tartan Terrors.
- The goal is to have all acts confirmed by the end of March 2022.
- We want to announce the 2023 season in July with tickets on sale in September.
- We'd like to have a nice season brochure to coincide with the announcement.

- Working on parking plan for the new center. I am contacting private lot owners and the town to see if they would be interested in renting space to us.
- Perry and I are still working on the town grant process.

#### *Ticketing Taskforce*

- We received six responses to the RFP and invited three for interviews.
- We interviewed e-Tix, Tix Ticketing, and Spektrix
- The Ticketing Taskforce and the Executive Committee recommends eTix for our ticketing software.
- Greg put forth a motion to move forward with e-Tix. Motion approved by Joshua and seconded by Susan Wolff. The e-Tix recommendation was approved unanimously.

#### *Technology Report*

- Worked with Deloitte and Apparo
- The final deliverables include tech road map with timeline; infrastructure review; IT and maintenance needs; software and hardware review; recommended policies and procedures.
- Justin explained how this report will help inform future decisions and purchases

#### **Development Report – Perry Mixer**

- Perry was informed by Ruggero Piano that the piano is ready. Perry and Justin were already in Raleigh and paid a visit to Ruggero and were able to see and hear it.
- Perry shared the Active Development Campaigns Summary with the board members. As of January 31, 2020, Sponsorships for FY23 is \$5K and FY22 is \$37K. The Capital Campaign is \$23,905,000 and the Operating Endowment is \$500K.
- Perry noted that we have two new FY23 sponsors – the Wilson family and Novant Health, at \$10K each.
- Brick sales deadline is 2/2/2022. More than 825 bricks were sold totally \$360,223 in sales.
- Regarding the town of Cornelius Grant Request – Cain Center will present to the town board on March 7.
- The board members have been updated on the slight change in timeframe from January to March for the Jim and Colleen Ludington gift agreement. The board members did not have a problem with the change.
- Presented for board approval - Griffin naming gift agreement. Greg put forth a motion to approve the Griffin Brothers naming gift. Motion to approve by Donna Johnson and seconded by Bill Morgan. The board members unanimously approved.
- The Paperwork is complete for the State of North Carolina SCIF Grant. We should receive the funds by the end of February.
- Additional grant activities include the Cannon Foundation, North Carolina Arts Council and the Arts and Science Council.
- Perry reminded the board members of the upcoming Irvin Art Exhibit and Auction which takes place on April 1 at the Cornelius Arts Center.
- He also informed members of the Hard Hat Tours of the site which will be the first Thursday of each month. You must call the office first to secure a spot.
- Ginger Griffin informed the board members that every month her company, Royal Bliss, selects a designated nonprofit. Every Thursday they donate \$1 of every alcohol purchase to that nonprofit. We'd like to do this in March for the Cain Center. Organizations are invited to come in on those Thursday and set up a table to further promote their organization. Perry will work with Ginger on this.

#### **Program Update – Simone El Bey**

- Spring A is at 90% capacity
- Simone reminded the board members that the Deborah Bond concert is on the 19<sup>th</sup> of March.
- The Irvin Law Group private reception is on April 1, and the exhibition and public reception is on April 8.
- Morning with the Easter Bunny is April 15
- Registration for summer camps begins March 1. We will have over 50 camp offerings this year.

## **Wrap Up – Greg Wessling**

### *Board Retreat*

- Putting together a plan for the next few years from a board structure format
- All board members will receive an online survey. Justin encouraged members to complete them as soon as possible as this will help inform the structure of the retreat.
- The Board retreat will be on March 19. This will be an in-person morning retreat at the Cain Center.
- Greg encouraged board members to make themselves available to attend the retreat.

### *Future Board Meetings*

- Greg suggested a hybrid meeting schedule – we meet live on certain occasions, and we meet via Zoom on certain occasions.
- Greg asked board members to send him a quick email with their preference – Zoom or live meetings.

### *Covid Policy*

- Justin suggested following Mecklenburg County's mask policy. Effective this weekend, mask wearing in public is optional. No proof of vaccination is required.
- If an artist or musician requests the wearing of masks and/or a check for vaccination, the act must let us know before the tickets go on sale.
- Greg put forth a motion to retire the mask wearing policy at the Cain Center. The motion was approved by Troy and seconded by Ginger. We will use the same effective date as Mecklenburg County. The motion was unanimously approved by the board members.

The meeting was adjourned as there were no further topics to discuss.