

In Progress

4th Quarter Board Meeting Minutes
Saturday, December 17th, 2016
10AM – 11AM Central Time

LOCATION

213 Front Avenue
Saint Paul MN 55117

MINUTES

Present:

- Sai Thao, president
- Bee Vue, secretary/treasurer
- Marty Case, Vice President
- Deanna Drift, general board
- Bienvenida Matias, general board
- Jaclynn Jones, general board
- Bryan Vue, general board
- Missy Whiteman, general board
- Kristine Sorensen, executive director (non-voting)
- Hlee Lee, board liaison (non-voting)

Absent:

- Victoria Ramirez, general board

Meeting called to order by Sai Thao at 10:07am on Saturday, December 17th, 2017

CONSENT AGENDA

Nine of nine Board members responded to the consent agenda as follows:

Approval of 3rd Quarter Minutes

Consent Agenda: 8 approved, 1 abstention, Missy brought up a question about Community Shares and *if Missy's abstention had been noted.*

4th Quarter Balance Sheet (11/30/16) year ends to be provided January 2017

4th Quarter Profit Loss Statement (11/30/16) year ends to be provided January 2017

Consent Agenda: 8 approved, 1 abstention. Missy had questions about the quarterly budget - wondering about the end of the year financials. Because the year is not yet complete, we will not go through the end of year financials until a later date. Kris offered to go through financials deeply and how they are put together with any board member who is interested (*Financials 101* in the spring as a precursor to the IRS 990 approval).

Board Member Elections:

Sai Thao: unanimous approval.

Jeremy Gardner: 8 approved, 1 abstention.

Chao Yang: 8 approved, 1 abstention.

Additional comments about this agenda item: A few people will be leaving the board next year so we'll need to talk about adding more members. Missy had some additional suggestions: E.G. Baley, D.A. Bullock. We should start having conversations with these candidates. Kris mentioned that we need to maintain a geographic focus as we consider new members so that there is adequate representation of our constituency.

Additional Consent Agenda items for discussion

Can we budget for personal liability insurance available for board members for FY17?

Kris mentioned that general operating support from Community Shares can be dedicated towards up to \$750 to cover D & O insurance but suggested we wait until those funds arrive as we are not certain to the amount.

Bylaws still require a thorough review and update going into FY17.

Beni Matias will continue to work on a revision.

Motion to approve the consent agenda: Marty Case moved, Bee Vue seconded. Motion passed unanimously.

Financial Considerations:

Kris to research how to tag monies raised through fundraising efforts for FY2017. She will follow IRS guidelines.

Discussion - Officer slate:

Sai wanted to make sure that Bee can still be involved with his new role as President of the 18 Clan Council. Bee reassures he can continue to be involved, with Sai's help.

Discussion - Community Shares:

An employment giving program. The average of arts organizations get \$3,000 to \$3,500 in a year. Board is requested to donate at \$25 per person as able to do so. Sai Thao and Bee Vue make donations towards this cause.

Motion to accept the consent agenda: Moved by Marty. Seconded by Jaclynn. Passed unanimously.

Additional Board Conversation:

What's coming forward for 2017

There are lot of grants that will be due in the first quarter of the year. These would be new applications. The grant renewals happen mostly Feb-June. St. Paul Foundation: arts & culture, possibly \$20,000 grant Mardag Foundation: arts & culture F.R. Bigelow: Family and at risk youth.

We need funding for our activities with young people. They're not interested in Open Studio, they see that as general operations. Digital Journeys is a focused art development with kids from East St. Paul and North End. Sai and Kris had talked about bringing in a cultural arts program specifically focused on the Hmong community. Kris would need some help with language on this. Do another North End Arts project with partners that we made throughout the year. We can also ask for more money for Nexus. Kris is not interested in a capital request. Jerome Foundation is another one - we are interested in doing a Native film initiative (spring deadline).

Best Buy's Children's Foundation has a deadline in February, we are fit for \$100,000 national grant. Right now we get \$10,000/year from them to do work in the studios. Kris and Beni will review the guidelines to see if it's worth the risk of losing the \$10,000/year grant we already get.

The state arts board has a general operations grant coming up for 2017. Right now we get \$96,000 from them programming. It's possible we can ask for \$30,000 for general operations. Kris has never done a Gen Ops proposal, Marty and Beni may need to help with this. Marty and Kris will meet next week (Tuesday @ 11am) to go over potential grants, etc. Kris will send Beni the guidelines for Best Buy and State Arts Board.

Update on Community Shares: Donations that we made are all designated for In Progress, so that money will come directly back to us.

MNGive: Kris would like a discussion on whether or not we should continue to partner with MNGive. We don't do a lot of work on it, two years in a row the site has crashed, Kris isn't sure it's the best strategy for online giving. MNGive also takes a high % of donations and it takes up to 6 weeks for payment.

Kris would like to go into next year with a fundraising strategy. Separate donation from fundraising events. We are a bit chaotic in our fundraising efforts...let's come up with a better strategy for 2017!!

Marty is wondering if there are strategic ways that IP can partner with other organizations (like what happened with the Humanities Center). This has been quiet lately, but Kris is working on these again. There is one project coming up in Duluth.

Motion to adjourn moved by Marty, seconded by Beni. Moved. Meeting ended at 10:58am.

**THE NEXT BOARD MEETING WILL BE ON
Saturday January 28th, 2016**