



Board of Directors' Meeting
February 11, 2022

This meeting was held by Zoom.

Present: Ken S., Sean H., Steve L., Liza P., Dan H., Dwayne B., Hester G., Jean K., Jeff A.

Also Attending: Ariel Shanberg, Executive Director

Meeting called to order at 6:35PM

Opening Remarks

Dan thanked all boards who attended the January board retreat. The participation was strong and resulted in many actionable items.

Review of Minutes

A motion to approve the minutes of the January 15, 2022 without change was made by Hester and seconded by Dwayne. Motion passed unanimously.

Executive Director's Report

The full report was distributed to the board. Following are highlights discussed:

- Visual Arts Programs: Two gallery exhibitions and the Salon Series open this Saturday, reservations for available slots within DVAA's Covid policies are going well.
- Staffing: The search for Communications Manager and Grants Manager continue.
- Financials: DVAA remains in a strong financial condition—the Finance Committee report was distributed for details.
- Membership: Membership dollars is nearly at budget projections and with \$1800 in membership funds to be transferred from PayPal we will be at budget projections.
- Grant Funding: DVAA has received the \$30,000 from NYSCA Support for Organizations General Funding grant. Next round of application for this grant has not been announced but is anticipated for 2nd quarter of the year. DVAA has been recommended for \$5,000 grant from Hearthland Embers Fund.
- Arts Resources Program—Advocacy: DVAA is serving as fiscal sponsor for Mildred's Lane Book Project through December 2022. This relationship can be renewed if needed.

- Performing Arts Programming: The Winter Salon Series has launched with eight events planned. In-person attendance is limited and will meet DVAA's Covid policies. Events will stream via Zoom on DVAA Facebook page. Tusten Theater should reopen for the Spring Cultural Series. DVAA will cost out an energy recovery ventilator system to enhance the support clean virus free fresh air. Until installation audience size will be limited.
- NYSICA Statewide Community Reqrants: Panel convened on 1/29/2022 and made recommendations for DVAA Board approval for 16 of 18 applications. Later in the meeting after discussion, Jean moved the recommendations be accepted. Dwayne seconded the motion. The motion was passed unanimously. Restart NYS Live Performance Grants Panel and Individual Artists Fellowships Panel to be scheduled.
- Facilities: DVAA has received a quote from Mesko Glass & Mirror for \$7,472 to replace the two front entrance doors and the Shop door. If possible, Ariel will secure a 2nd quote with Dan's assistance. Ariel is doing fact-finding to consider options for a new phone system and service provider before the lease renewal deadline of 2/22/22.

At 7:20PM the Board went into Executive Session to discuss personnel matters. At 8:00PM the Board came out of Executive Session and continued its regular meeting.

Treasurer's Report: The Finance Committee report was distributed for review. DVAA's financial condition remains strong. Accounts Receivable and Accounts Payable remain at expected levels. 2022 Business Supporter program has been started.

Capital Campaign Committee: We will convene a Needs Assessment review team to review the focus group report and will include a close look at what a "Media Center" actually means to the DVAA. The building group is still waiting to hear from the engineering firm contacted to see if they will provide a report on the DVAA's building structure. This team can begin to cost out internal renovations once the Needs Assessment group has put forth its recommendations and approved by the Board. The Capital Team can begin looking for grant funding opportunities.

Board Development: Two new candidates have expressed their interest in joining the Board; one candidate has decline due to current workload and ability to devote sufficient time to the Board. These candidates will be voted on at the annual meeting. Additional candidates will be considered as identified.

Fundraising:

- 5K/10K race is in planning for Sept 10, 2022. It was scheduled for May 2022. It will be held at the Beaverbrook Rod & Gun Club without cost to DVAA. A timekeeping company has been contacted to run the race.
- Dorflinger's Factory Museum event is scheduled for June 4, 2022. The Theme is "Celebrating the Art of Glass in the Gilded Age". The event will be scheduled around 10 tours of 20 guests thus meeting Covid concerns followed by a silent auction and meeting modern glass artists. Budget is to net \$12,000 for DVAA.

Marketing: This committee will be conducting surveys of DVAA Staff and Committee chairs who manage programs and events. The outcome will be a master marketing plan and calendar. Additionally, the group will work on the process of updating the DVAA website.

Old Business: A new volunteer coordinator has not yet been identified. DVAA is delaying a planned 2022 Studio Tour program due to the current staffing shortage.

New Business: None discussed.

Motion to Adjourn made at 8:30PM.

Respectfully submitted by Jeff Allison, Treasurer