



Village Arts Coalition

Minutes: VAC Board Meeting 7 February 2013 at the home of Susan Smith. Called to order at 7:11 PM. A quorum was present.

Present: Caroline Stepanek, Deborah Howard, Rick Thompson, Susan Smith, Melba Shepard, Willard Crary, Jim Borzym, Susie Reisser, Larry Utter, Steward Hartman

Guests: Stan Wilkes, Ingvar Sodal

Approval of Previous Minutes: Susan – motion. Deborah – 2nd. Motion passed.

STANDING REPORTS

1. **Treasurer** - Jan. 16 we completed the purchase of the Boulder Dance shares. We have over \$40,000 in one account. Since the share price is based on county assessment, which occurs July 1, we should consider purchasing more shares before the assessment goes up.
2. **Avalon** – Chuck sent the following: Moved more stuff out of the Tango Studio; removed much of the sprinkler system in Tango Studio; sprinklers re-plumbed in Tango Studio and into dock area; remaining drywall installed in Sodal Hall; drywall inspected (Scott met the inspector); fixed by replacing leaks in sprinkler couplers (Scott there to meet contractor); fixed leaking relief valve in main sprinkler closet and had annual inspection (Scott there to meet contractor); sold commercial dishwasher (Scott there to deal with buyer); old ducting insulation half filled dumpster; old sprinkler piping to recycling and other general cleanup. New work: Rough in electrical in Sodal hall ceiling and adjacent support areas; put down plastic to protect carpet from painting; prime finished walls; contractors will be finishing newly install drywalls and fixing blemishes on their previous work.
3. **Avalon Rep** - Rick - reports a push for quarterly billing, and a slight increase in rental has been exacted. If renters pay for a full quarter instead of monthly, they will get a slight discount. Quarterly billing makes less work. Has acquired a new key box.
4. **Web Site** - Rick - there are links that aren't working. We need a web expert, and we might consider putting financial resources toward that. We need to get the past few years of STOMP into the archive for public access. Perhaps we could persuade Marshall to resume the web coordination. Melba will talk to him.
5. **STOMP** – deadline for the next issue is tomorrow. We will put in an article on the potential name change and also list the details about the annual meeting.

BUSINESS

1. **Financial Report** - Stan - this statement represents 10 months of the fiscal year, as of Dec. 31, 2012, and will give us a heads up before the year-end statement. Balance sheet - petty

cash amount isn't current because of how Chuck and Rick handle that. Stan needs the journals so that he can make the entries. Chuck needs to be involved, and Stan needs a report. Rick uses his own credit card for petty cash expenses. Perhaps a card should be issued for this. Stan wants the proper liability value, for receipts not yet earned, for his report. He, Chuck, and Rick will meet to sort the various issues out. Total liabilities and equity: \$584,733.00. Overall Income Statement : net income of \$236,745.54. Avalon Income Statement: \$31,924.50, an increase over last year's \$4,960.00. Income Statement Festival: \$318.94 versus last year's loss of \$1,418.46. Stan sends contribution letters with tax information to donors over \$250. Larry has also sent the letters, and also to smaller contributors. The contribution for Rod's memorial from Henderson needs a thank you letter, and Stan needs a copy. Stan will no longer keep a complete list of contributions. Larry will do this. The accounting firm will handle the 1099 forms for subcontractors now, not Stan, and we will pay the fee and postage.

2. **FDIG Offer** – FDIG has offered to purchase the sound system and piano at Pearl Street Studio. They are fully depreciated. **MOTION:** Susan - "I move we accept FDIG's offer of purchase of Pearl Street Studio sound equipment and a piano for \$300." Steward -2nd. Motion passed.
3. **International Festival Committee** - Melba – the committee met and is collecting information for a history of the festival. Melba is working on this. We are getting the contract signed with Jim Schwarzkopff.
4. **Boulder Weekly Ad** - Jim – Jim explained about the Boulder Weekly paper, a local independent free weekly that covers the gamut. Jim uses it and finds it good. He has attained a price structure for regular ads. Jim thinks VAC should buy a core ad which will have the basic info, then find a way to have member groups participate, by selling it to them to use. We could use this as a benefit to member groups, use it for increasing name recognition for VAC. Jim would be interested in participating with his dances. Steward suggests Jim come up with a price, plus online presence, and report back. Marketing Committee needs to investigate: Susan, Jim, Rick.
5. **Annual Meeting** - April 28, 5:30 with food, either potluck or catered. Need to think about nominations, by-laws changes...

Adjournment - next meeting will be March 7at Susan's home. Motion to adjourn: Steward, Melba – 2nd. Meeting adjourned at 9:21PM.

Respectfully submitted,

Susan Reisser
Secretary