

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS
OF THE
MORONGO BASIN CULTURAL ARTS COUNCIL
MBCAC**

A regular meeting of the Board of Directors of the above Corporation was held on February 11, 2015, at the Corporations place of business. The meeting was called to order by President Klopfenstein at 4:09 PM.

Board Members Present: Paul Klopfenstein (President/Chair), Lenne Rosen-Kabe (Secretary), Marcia Geiger (Treasurer), Alita VanVliet (Gallery 62 Director), Paul Morehead (Marketing Director), Anne Beattie (Member Events Director), Scott Doten (Communications Director)

Also present: Patricia Knight, candidate for Membership Director.

Not present: Vice-President Valerie Davis.

QUORUM was established.

DIRECTORS' REPORTS:

PRESIDENT'S REPORT:

President Klopfenstein expressed his appreciation to all Board members who picked up the slack during the period following his wife's surgery, and all the members who helped make the year's first Artists' Gathering on February 6 a success. Several MBCAC members have volunteered their services as a result of the Gathering.

The Art Store closing sale on February 7 was also successful, and thanks were expressed to **Director Morehead** for creating the flyer, and to the Board members who manned the store on the day of the sale. Appreciation was also expressed to MBCAC's web master **Arthur Comings** for his on-going work on the website, and for his donations to Gallery 62 in the form of a desk, chair and books.

Vice-President Davis's mother is in hospice care. The Secretary will obtain a card to convey the Board's condolences at the appropriate time.

The President met with the Joshua Tree Chamber of Commerce's Vice-President Bill Vincent regarding the Chamber's request for assistance with the "Paint the Town" project, indicating the MBCAC's willingness to publicize the project (Newsflash or e-mail blast). The subject of the rent for the first 5 days in March prior to the Store's closing was also discussed.

MEMBERSHIP:

Patricia Knight, professional photographer, was present to volunteer her services as Membership Director in the wake of the Board vacancy created by former Director Dennison's resignation. Ms. Knight is a 20-year resident of the Morongo Basin. She participated in last year's Art Tours, and brings a computer background to the position, including familiarity with Wordpress, Mailchimp, and mobile applications. The offer was discussed by the Board in the absence of Ms. Knight. A motion to accept her services was made by Director Morehead, seconded by Director VanViet, and adopted unanimously.

Director Knight will also handle the MBCAC's monthly Newsflash electronic publication. It was again agreed that the Newsflash should only contain MBCAC-related information, in view of the fact that the Joshua Tree Chamber of Commerce's newsletter already carries most other locally relevant notices. Artists who have upcoming exhibitions in venues other than Gallery 62 should post their own announcements on MBCAC's Facebook pages, and/or publicize their events as desired.

Secretary Rosen-Kabe reported on her efforts with the membership spreadsheet and provided a list of suggestions as to which portions of the list should be accessible on the MBCAC's website without a password. Features such as automating renewal reminders one month before the expiration of a membership and flagging expired members were suggested.

Action item: Knight and Rosen-Kabe will work together to place the MBCAC's membership roster on the mbcac.org website. Rosen-Kabe will contact Jim Harvey, the web designer, for help as needed.

SECRETARY'S REPORT:

The January 2015 Minutes of the Board of Director's meeting were previously distributed by Rosen-Kabe via e-mail to Board members for review and comment. A motion to adopt as amended was made, seconded, and carried without dissent.

TREASURER'S REPORT:

Treasurer Geiger presented the monthly Treasurer's Report for January, 2015, incorporated herein by reference. The Corporation remains solvent. She also indicated that the year-end report coincided with the one for the month of December, 2014. Bookkeeper Poulakis will review the Corporation's tax situation. As a non-profit corporation with overall yearly income of under \$50,000.00, the requisite tax statements will be filed by postcard.

Treasurer Geiger reported that the outside audit of the Corporation's books for 2014 will be conducted by the accountant Jonathan Stone, as arranged by bookkeeper Alexander Poulakis for the agreed-upon fee of \$300.00.

Geiger further stressed the need to include wording in artists' contracts informing them that they will be sent a W-9 form once they have accrued over \$600.00 in sales in the aggregate from Gallery 62 and other venues covered by the MBCAC's Art in Public Places Program.

A new Hewlett-Packard laptop, to replace the Hallee Road office desktop PC, has been purchased for \$434.00. The Board authorized the purchase of Microsoft Office and Norton anti-virus programs for the new laptop, which Treasurer Geiger will obtain at reduced prices offered to non-profit corporations.

Action item: in view of the Art Store's closing as of February 7, 2015, Treasurer Geiger will close the Verizon telephone account associated with the Store as soon as possible. **Motion** to close the Verizon account was made by Director Beattie, seconded and passed unanimously. A discussion ensued on whether the new MBCAC office location at Gallery 62 should have a land-line or whether a cell phone would be more practical and cost-effective. Director Doten described his new cell phone which uses pre-paid cards. **Motion** by Director Morehead to purchase a cell phone as described by Doten, seconded and carried without dissent.

Action item: Communications Director **Doten** will work with treasurer **Geiger** to obtain and set up a cellular phone for the new office at Gallery 62. The main purpose of the phone will be for Gallery 62 communications and credit card transactions. The membership will be updated via Newsflash and the Corporation's Facebook page of the new phone situation.

ART TOURS:

Director VanVliet presented a proposed budget for the 2015 Art Tours, incorporated by reference herewith. Director Morehead moved to adopt the proposed budget as presented. Seconded and adopted unanimously.

The next Art Tours meeting is to be held on Monday, February 16, 2015, at the Hallee Road office. VanVliet will prepare a separate e-mail announcement for individuals who indicated an interest in helping with the Art Tours.

Action item: Treasurer Geiger will prepare images for new business cards, one side containing information regarding the MBCAC and the other side addressing Gallery 62, a dual use solution to be presented during the meeting on Wednesday, March 11, 2015.

MARKETING:

Director Morehead reported on sales at Pie for the People. A new show featuring artist Rik Livingston will be installed at the 29 Palms Creative Center on Monday, Feb. 16.

One thousand updated "save the date" cards with last year's image have been ordered, with 750 slated for the upcoming San Diego Travel Show. Treasurer Geiger will be taking some for distribution in Laguna Beach at the end of the month.

EVENTS:

Director Beattie reported on her research on what other Art Tours do to close out the season. It appears that most Art Tours dispense with a closing party. It was suggested that this might be a topic discussion for the Art Tour committee.

Gallery 62 REPORT:

Director VanVliet reported that sales topped \$2,000.00 during the January show at the Gallery, and that the rent of the premises was covered by the artists' fees. A "point person," tasked with curating and supervising the shows will receive a \$50.00 credit toward the participation fee. The March and April shows are fully booked, with artist Snake Jagger scheduled for a solo show in March. Artist Esther Shaw has signed up as the "point person" for the May show. A group show is contemplated for June. VanVliet **moves** to close the Gallery during the months of July and August. Seconded and adopted unanimously.

A swamp cooler for the ceiling should be explored as a project for July, in view of the fact that the Gallery 62 back room will be used as the new MBCAC office.

WEBSITE: Director Morehead suggested that all MBCAC-related information should be centralized on the website, in addition to the membership listings as proposed by Rosen-Kabe.

GENERAL: A representative of the Hope Academy, a Yucca Valley charter school, stopped by to express her appreciation for items donated from the MBCAC Art Store.

The rental of a storage unit was again discussed. Treasurer Geiger provided information regarding "JT Mini Storage," 63051 29 Palms Highway, Suite G. A unanimous decision was made to rent a 6' x 10' unit if available, or the next larger one providing the cost does not exceed \$65.00 per month. It was agreed that only one file cabinet should be placed in the new office, and the larger one should be stored in order to conserve space. It was also agreed that the local charity Angel View should be contacted to pick up all remaining items and fixtures when the Art Store is vacated on March 5, 2015.

NEXT MEETING: The next regular meeting of the Board of Directors will be held on Wednesday, March 11, 2015 at 4:00 PM. Location is to be determined due to the closing of the Corporation's usual place of business at 6448 Hallee Rd. #10, Joshua Tree, CA 92252. Board members will be notified via e-mail of the new location prior to the meeting.

There being no further business, the meeting was duly adjourned at 6:00 PM.

These Minutes are certified by the Secretary.

Signature Lenne Rosen-Kabe Date March 11, 2015