

**Arts Council of Torrance  
Regular Board of Directors Meeting  
Thursday, October 24, 2019, 6:00 PM  
Plasma Technology Conference Room, 1765 Oak St., Torrance**

**Minutes**

The meeting of the Arts Council of Torrance Board of Directors was called to order by President Steve Norris at 6:17 pm in the Plasma Technology Conference Room, 1765 Oak Street in Torrance, CA.

A quorum to conduct business was established. Attending the meeting were: Steve Norris, Susan Norris, Kathryn Endo-Roberts, Anil Muhammed, and Peggy Dowell.

The minutes of the September 26, 2019 meeting were distributed. Anil **moved** to approve the minutes as corrected (erroneous meeting date and date of the minutes from the last meeting). Peggy **seconded** the motion. **Motion carried.**

**Financial Report:** Anil Muhammed

**Treasurer's Report**

**Balances as of September 30, 2019**

Ending Balance TCCU Checking:	\$11,664.87
Ending Balance TCCU Savings:	\$ 5,538.08
Ending Balance Sally Stowe Fund:	<u>\$ 563.07</u>
Total Cash on Hand:	\$17,766.02

Peggy **moved** to file the report for audit as presented. Kathryn **seconded** the motion. **Motion carried.**

There were no bills to pay.

Checks to ratify:

\$22.70      Torrance Community Credit Union (new ACT checks)

Peggy **moved** to ratify the bill as presented. Kathryn **seconded** the motion. **Motion carried.**

## **Chair Reports**

First VP Programs: Kathryn Endo-Roberts reported she and Steve will meet with Cynthia Aguado in the future with a proposal to work together for all upcoming ACT events. Kathryn will also talk with Sherry High School and the Torrance Youth Council to pass on our calendar of events.

Kathryn plans to approach a local a capella group to possibly perform at an ACT event.

There was discussion on a possible presentation to the Torrance Unified School District board on our programs and events.

The next GMM will be on January 25, 2020 at The Sizzler with speakers Tim Toyama and his wife Naomi Yoshida. Steve also confirmed May 30, 2020 as the next ACT Art Awards to be held at The Depot (date also confirmed with The Depot).

Second VP Membership: Peggy Dowell gave the original IRS tax exempt status letter to Treasurer Anil Muhammed for safekeeping and to use for all our grant applications.

Peggy would like all event info, background, bios and photos for upcoming events so she can create our flyers.

Membership cards and thank you notes will go out soon.

Torrance Cultural Arts Commission: Anil Muhammed reported 298 people attended the Arts Commission Excellence in Arts Award Ceremony and that 4 new commissioners attended and presented. Steve spoke to many attendees about the upcoming ACT Poetry Competition. Discussion was held about possibly acquiring a sponsor for our Poetry event such as a newspaper or book store.

Discussion was held on ACT planning to attend any public walk-throughs of the Torrance Cultural Arts Center. Steve will suggest to the Arts Commission at a future meeting that walk-throughs should be at the least yearly. The next walk-through is planned for some time in November to see progress on the new Nakano bathroom.

**NEW BUSINESS:** There being no further business, the President called for adjournment at 7:34 pm.

**Next meeting: December 5, 2019 @ 6:00 pm**

Susan Norris  
Secretary