

Minutes
Arts Council of Torrance
Regular Board of Directors Meeting
October 27, 2016
1765 Oak Street - Plasma Technology Conference Room

The regular board of directors meeting was called to order by President Steve Norris at 6:33 p.m. in the PTI Conference Room, 1765 Oak Street, Torrance.

A quorum was established. Attending the meeting: Steve Norris, Patrice Lefevre, Richard Whitehorse, Peggy Dowell, Janene Ferguson, Megan Willis, and Sue Berliner.

Excused absences: Owen Griffith

Copies of the Minutes of the September 22, 2016 Board of Directors Meeting were distributed. Richard Whitehorse **moved** to approve the minutes as printed; Megan Willis **seconded** the motion. **Motion Carried.**

Patrice Lefevre, Treasurer distributed copies of the financial report for period ending September 30, 2016 indicating the following:

| | |
|---|-------------|
| Beginning Balance - Checking Account | \$10,242.20 |
| Sally Stowe Achievement Awards Fund Balance | 1,660.03 |
| Total Income | 500.00 |
| Total Expenses | 547.00 |
| Ending Balance - Checking Account | \$10,195.20 |
| Petty Cash | 50.00 |
| | |
| TOTAL CASH ON HAND | \$11,902.23 |

Sue Berliner **moved** to file the report for audit; Richard Whitehorse **seconded** the motion. **Motion Carried.**

Sue Berliner submitted a bill for \$66.27 for GMM expenses.

Peggy Dowell **moved** to pay the bill; Richard Whitehorse **seconded** the motion. **Motion Carried.**

Patrice Lefevre stated that the \$5,000 grant from Grainger would be listed in next month's report.

Steve Norris accepted the check from the Grainger representative on October 13, 2016.

Chairmen Reports:

Sue Berliner, 1st Vice President (Programs) said she would be unable to attend the GMM and asked the board members to help set up the restaurant with the box of decorations she brought to the meeting. She will be contacting Mary P. Miller to lead us in a patriotic song and asked that Steve select someone attending to lead in the flag salute. Opportunity drawing will be handled by available board members.

She also mentioned the new start time of 11:30 a.m. was due to a request by the Sizzler. A request for a podium will be made when the reservations are given to the restaurant.

Richard Whitehorse, V.P. Membership stated that he had mailed invitations to renew and join ACT and memberships were being renewed. Peggy Dowell requested that information regarding members be submitted to her by Monday, October 31st she could prepare the Membership Directory which will be distributed at the GMM on November 5. Absolute deadline to add names of members is Thursday, Nov. 3rd.

Janene Ferguson, Corresponding Secretary stated she mailed two birthday cards and will be sending a thank you to Grainger for their donation.

Janene Ferguson, City Liaison reported on the cultural activities of the City. The South Bay Focus exhibit at the Museum will begin on Nov. 19.

Poetry Slam. After discussion, a committee consisting of Steve Norris, Sue Berliner, Richard Whitehorse and Megan Willis was appointed. The committee will bring back suggestions of the scope and details of staging a poetry slam using the grant money (\$500) from the Torrance Cultural Arts Commission. If necessary, some of the grant money from Grainger may be used for this activity.

Revised Proposed Budget. It was suggested that Patrice Lefevre, Treasurer prepare a Revised Proposed Budget to present to the members for a vote at the GMM on Nov. 5th. The revised budget will include the grant monies recently received and a budgeted amount for the events which were not included in the original Proposed Budget for this fiscal year i.e. Poetry Slam, Flanders Field Event, Celebrating Women's Achievements, Reflections Art Exhibit

Reflections Art Exhibit. Patrice Lefevre said she spoke to PTA leaders who seems enthusiastic about partnering with us and Destination Art to exhibit Reflections artwork that was not sent on to State for further judging. Patrice suggested perhaps we should feature middle school artwork because we are now recognizing the high school seniors through the Spotlight program. She will speak to the PTA reflections chairs at the middle schools and report back at our next meeting.

Richard Whitehorse will be contacting Destination Art to see if they would be willing to partner by having the exhibit at their facility in downtown Torrance. If so, it will be necessary to determine the number of artworks that may be displayed according to space available. It was suggested to plan the event in January of 2017 to accommodate the schools schedules regarding their Reflections program.

The Poppies of Flanders Field: A Tribute to Our Veterans

Steve Norris stated that he had spoken to guest speaker Everette Emerson and things were on track for the event on November 10, 2016 from 7 to 8:30 pm at the Katy Geissert Civic Center

Library Meeting Room. Megan Willis will be reciting the “In Flanders Fields” poem written by John McCrae. Steve is preparing a visual presentation. Steve will attend the City Council meeting to invite City Council and the public to the event. Flyers will be available at the GMM meeting and elsewhere.

Excellence in Arts Awards. Oct. 23, 2016. The Board congratulated Janene Ferguson on her being awarded the 2016 Excellence in Arts award for Education given by the City of Torrance Cultural Arts Commission for her outstanding work in expanding the number of cultural and art classes offered by the City.

TPAC Awards Nov.2, 2016. Peggy Dowell invited the Board to attend the annual TPAC Awards. This year they are honoring Sally Stowe with the Dee Hardison Award for her accomplishments and support of the arts. Megan Willis is receiving a Shakespeare Poetry Award. The Daily Breeze Making A Difference Awards, the Mercury Stage and Theatre Awards, Shakespeare Poetry Awards and the President’s Awards will also be presented. It will be held in the lobby of the Armstrong Theatre from 7 to 9 p.m.

Art in a Box. In response to the Board’s interest in Janene Ferguson’s suggestion of assembling “Art in a Box” for distribution to patients at local hospitals, Janene brought in an example of the “Art in a Box” created by Children’s Art Center, Inc. for the Board to see. Members were very receptive of the idea; however, it was agreed that original designs would need to be developed for this project with a projection of the costs involved. This will be further explored and brought back to the Board for further discussion.

ACT Video. Janene also suggested that ACT might want to consider doing a Video of its activities during the year which could be used to promote the Arts Council. Board members agreed that this would be a great project. Janene stated she would inquire from her son-in-law, a videographer, as to how we should proceed.

Celebrating Women’s Achievements. Steve Norris suggested that ACT plan an event celebrating women’s achievements in March in conjunction with International Women’s Day. He has several ideas that could be incorporated into an interesting program that could be done at the Main Library. This item will be further discussed at the next meeting.

There being no other business, the meeting was adjourned at 8:10 p.m.

Next meeting will be held on Thursday, **November 17, 2016 at 6:30 p.m.** at the Oak Street Conference Room. This is one week prior to the regularly scheduled date which falls on Thanksgiving Day.

Peggy Dowell
Secretary