

Arts Council of Torrance
Regular Board of Directors Zoom Meeting
December 12, 2023

The meeting of the Arts Council of Torrance Board of Directors was called to order by President Steve Norris at 5:01 pm via Zoom. A quorum to conduct business was established. Attending the meeting were Anil Muhammed, Steve Norris, Susan Norris and Kathryn Endo-Roberts. Peggy Dowell, Jeannine Madden and Megan Willis were excused.

The minutes of the November 15, 2023 meeting were distributed. **Anil moved** to approve the minutes as presented/corrected. **Kathryn seconded** the motion. **Motion carried.**

Financial Report: Anil Muhammed

Treasurer's Report

Balances as of November 30, 2023

Ending Balance TCCU Checking:	\$ 6,564.98
Ending Balance TCCU Savings:	\$ 5,856.28
Ending Balance Sally Stowe Fund:	\$ <u>564.86</u>
Total Cash on Hand:	\$12, 986.12

Bills to Ratify:

Anil Muhammed \$50.58 Org. Exp: Gov't Filing Fees

Susan moved to file the Treasurer's report including bills to ratify as presented. **Kathryn seconded** the motion. **Motion carried.**

Chair Reports

Membership: Susan shared some info passed on by Jeannine. She is continuing to look at our website for links to make sure they are up to date, and she offered to come up with a membership brochure. She also forwarded an example "thank you" letter to new/returning members. Susan needs to send Jeannine the latest membership info she has. Peggy Dowell also has the list of latest membership info.

Continued discussion per whether or not to renew "Constant Contact," which would save \$252 yearly. Tabled until the next meeting for a vote.

Programs:

Women's History Month: Steve will contact the Torrance Woman's Club to verify whether they are requesting us to do a Women's History program March 6th, 2024.

Kathryn has been reaching out to different groups to come up with a program for Asian-Pacific Islander History Month in May. Nothing yet, but she will continue her search.

Steve and Kathryn will get together soon to discuss grant writing. Jeannine has also expressed interest in helping.

Library Month: Discussion was held to possibly hold an Essay Competition to commemorate National Library Month in April.

Act Awards: Anil stated the infrastructure is in place with Torrance Supt. Tim Stowe for the Spotlight Awards. Perhaps give 3 awards for now, then grow to give out more in the future. Will save the Sally Stowe Award for 2025.

Announcements: No announcements.

There being no further business or announcements, the President called for adjournment at 5:35 pm.

Next Meeting: January 17th @ 7:00 pm PST in person.

Susan Norris
Secretary