

Arts Council of Torrance
Regular Board of Directors Zoom Meeting
November 15, 2023

The meeting of the Arts Council of Torrance Board of Directors was called to order by President Steve Norris at 5:00 pm via Zoom. A quorum to conduct business was established. Attending the meeting were Anil Muhammed, Steve Norris, Susan Norris and Jeannine Madden. Peggy Dowell and Kathryn Endo-Roberts were excused.

The minutes of the September 30, 2023 meeting were distributed. Jeannine moved to approve the minutes as presented/corrected. Anil seconded the motion. Motion carried.

Financial Report: Anil Muhammed

Treasurer's Report

Balances as of October 31, 2023

Ending Balance TCCU Checking:	\$ 6,341.63
Ending Balance TCCU Savings:	\$ 5,856.28
Ending Balance Sally Stowe Fund:	\$ <u>564.86</u>
Total Cash on Hand:	\$12,762.77

There were no bills to pay or ratify.

Susan moved to file the Treasurer's report as presented. Jeannine seconded the motion. Motion carried.

Chair Reports

Jeannine suggested not renewing "Constant Contact," which would save \$252 yearly.

Jeannine has also been looking at our website for links to make sure they are up to date.

Weebly (website) was paid for by Jeannine and reimbursed for a 2-year subscription of \$535.

Jeannine, Peggy and Kathryn to work together to update the membership list. Susan will send Jeannine a copy of the list she has. It was suggested we list what a member "gets" by being a member of ACT, including that their donation is tax deductible.

Jeannine suggested we make sure more than one person has access to the bank, Weebly, PayPal, Facebook and any other Arts Council on-line sites, then store on Google Drive. This is to ensure that the information does not become inaccessible should something happen to the one person who had access.

It was suggested that for future Membership meetings, rather than snail mail invitations, we create in-line invitations via Evite, or some other site. Some have a cost and some don't.

Kathryn and Steve to work on future grants.

Possible history performance (Women in Literature?) in March for the Torrance Woman's Club.

Announcements: No announcements.

There being no further business or announcements, the President called for adjournment at 6:06 pm.

Next Meeting: Zoom meeting on Tuesday, December 12th @ 5:00 pm PST.

Susan Norris
Secretary