

**Arts Council of Torrance  
Regular Board of Directors Meeting  
Thursday, January 23, 2020, 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 6:10 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. Megan Willis was excused.

The minutes of the December 5, 2019 meeting were distributed. Peggy **moved** to approve the minutes as presented. Anil **seconded** the motion. **Motion carried.**

**Financial Report:** Anil Muhammed

**Treasurer's Report**

**Balances as of December 31, 2019**

Ending Balance TCCU Checking:	\$11,916.94
Ending Balance TCCU Savings:	\$ 5,540.87
Ending Balance Sally Stowe Fund:	\$ <u>563.35</u>
Total Cash on Hand:	\$18,021.16

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

Bills to be paid:

\$598.85      Kavitha Venkat-Amudha                      Jai Ho decorations

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

For future events, ACT will provide a contract stipulating what services ACT would cover/ pay for and what other participants would be paying.

## Chair Reports

First VP Programs: Kathryn Endo-Roberts reported our speakers Tim Toyama and Naomi Yoshida are set for the GMM on Saturday, January 25<sup>th</sup>. Discussion was held on the speaker fees. Peggy **moved** to pay the two speakers \$75 each. Anil **seconded** the motion. **Motion carried.** Tim will be showing his film, "Independence Day." Steve will go to The Sizzler the day before and make sure all the media equipment is in working order.

Our Black History event "Lewis Latimer" has been rescheduled to Saturday, February 29, 2020, @ 4:00 pm in the Ken Miller Recreation Center. Susan will send Peggy the pertinent flyer and program information. Expenses will run approximately:

\$400 for (4) actors @ \$100/each  
\$50 for hair/makeup person  
\$400 for light/projection/sound technician  
\$200 for costumes  
Rent: \$TBD (has been partially waived)

Our Women in History event "Madam Curie & Her Daughters" will be held Thursday, March 12, 2020 @ 7:00 pm in the Katy Geissert Library. Expenses will run approximately:

\$300 for (3) actors @ \$100/each  
\$50 for hair/makeup person  
\$200 for costumes  
Rent: \$162

The "Madam Curie" program will also be performed at the Torrance Woman's Club on Wednesday, March 4<sup>th</sup> at the Torrance Woman's Club. Expenses will run:

\$300 for (3) actors @ \$100/each  
\$50 for hair/makeup person

Our Asian-Pacific Heritage Month event is scheduled for Saturday, May 9<sup>th</sup> @ 7:00 pm in the Katy Geissert Library Meeting Room. Kathryn is working on creating a Filipino program. Discussion was held about checking into Filipino desserts to serve that night.

Steve is working with the Library to get approved a children's story time of "Vietnamese Stories for Children" on either Friday, May 8<sup>th</sup> or Saturday, May 9<sup>th</sup> also in the Library. Expenses will run approximately:

\$200 for (2) actors @ \$100/each  
\$50 for hair/makeup person  
\$120 for costumes  
Rent: TBD

Discussion was held to possibly combine the children's program with the May 9<sup>th</sup> Asian-Pacific Heritage Month event.

A Flag Day event, "The Story of the Star-Spangled Banner" is scheduled for Saturday June 6<sup>th</sup> @ 2:00 pm in the Katy Geissert Library. Expenses would run approximately:

\$TBD for (TBD) actors @ \$100/each  
\$50 for hair/makeup person  
\$TBD for costumes  
Rent: \$162

Our 4<sup>th</sup> Annual Poetry Competition is scheduled for Thursday, April 30<sup>th</sup> @ 7:00 pm in the Katy Geissert Library. Peggy will talk with Megan Willis and Karen Basilius about the promotional flyer which should be sent out soon.

GMM and Arts Awards -- Saturday, May 30, 2020 @ The Depot. Anil will reach out to the TUSD again to reinitiate interest in the forthcoming application form and rules. He will also work with Kathryn in sharing the information and applications with Shery High School.

Second VP Membership: Peggy Dowell had nothing new to report due to the holidays.

Torrance Cultural Arts Commission: Anil Muhammed announced the Commission would be holding a meeting Monday, January 27<sup>th</sup> to discuss TOCA's future funding as well as the Commission's mission vision.

## **NEW BUSINESS**

There being no further business, the President called for adjournment at 7:30 pm.

**Next meeting: February 27, 2020 @ 6:00 pm**

Susan Norris

Secretary