

**Arts Council of Torrance  
Regular Board of Directors Meeting  
Thursday, July 26, 2018, 7:00 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 Steve Norris at 7:20 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, Owen Griffith and Jeannine Madden were absent.

The minutes of the June 28, 2018 meeting were distributed. Peggy Dowell **moved** to approve the minutes as presented. Anil Muhammed **seconded** the motion. **Motion carried.**

**Financial Report:** Peggy Dowell

**Treasurer's Report**

**Balances as of July 30, 2018**

Ending Balance TCCU Checking:	\$ 3,481.29
Ending Balance TCCU Savings:	\$ 8,526.48
Ending Balance Sally Stowe Fund:	\$ 562.30
Petty Cash	<u>\$ 50.00</u>
Total Cash on Hand:	\$12,620.07

Anil Muhammed **moved** to file the June 30<sup>th</sup> fiscal report as presented. Steve Norris **seconded** the motion. **Motion carried.**

Anil Muhammed **moved** to file the July 30<sup>th</sup> Treasurer's report as presented. Steve Norris **seconded** the motion. **Motion carried.**

Bills to be paid:

\$39.95	Peggy Dowell	Income Tax Form 990 filing fee
\$29.99	Anil Muhammed	Quicken software

Anil Muhammed moved **moved** to pay the bills as presented. Steve Norris **seconded**

the motion. **Motion carried.**

Checks to ratify:

Electronic check Hartford Insurance Co. (annual policy)		\$530.00
#2512	City of Torrance (library rental for 3/14/19 Women's History event	\$136.50
#2513	City of Torrance (library rental for 4/11/19 Poetry competition	\$136.50
#2514	City of Torrance (library rental for 5/09/19 Asian Pacific event	\$136.50

Steve Norris **moved** to ratify the bill(s) as presented. Anil Muhammed **seconded** the motion. **Motion carried.**

Peggy presented a proposed budget to look over. The Board will vote on it at the next meeting in September, and then present it to the members at the next General Membership Meeting (GMM) on October 6<sup>th</sup>, 2018.

## **Chair Reports**

First VP Programs: Steve Norris

Steve listed his programs and dates for the coming fiscal year:

10/06/18	GMM – Sizzler
11/07/18	Veteran's Day Event – Library
2/02/19	GMM – The Sizzler
2/09/19	African American Heritage Event: Ted Lange play – Nakano Theatre
3/14/19	Women's History Event: Women in Music – Library
4/11/19	Poetry Competition – Library
5/09/19	Asian Pacific Heritage Event – Library
6/01/19	GMM & Student Art Awards – The Depot

Kathryn suggested Jonathan Bueller, an expert on "The Man of La Mancha" to speak at the October 6<sup>th</sup> GMM. She will contact him to see if he is available.

Peggy will work on the invitation for the October 6<sup>th</sup> GMM.

Kathryn and Steve met with Dana Vinke, the Torrance Principle Librarian of Operations, to discuss ACT becoming an affiliate with the library to help promote ACT's events, particularly the ones held in the Civic Center Library meeting room.

Kathryn **moved** to accept Torrance "Go Pops" concert tickets for ACT to sell as a fundraiser with ACT receiving \$10 from each ticket sold. This would include the Joanna Medawar Nacheff Singers (JMNS) and the Torrance Pops Orchestra. Anil Muhammed

**seconded** the motion. **Motion carried.**

The upcoming September 23<sup>rd</sup> inaugural concert of the Joanna Medawar Nacheff Singers will be advertised on the ACT website as well as on social media. To help promote the “Go Pops” season, Susan suggested Dr. Nacheff as a possible speaker for the February 2, 2019 GMM.

Peggy will talk with Tim Stowe to get a head start on the Student Awards promotion for next spring, and possibly begin sending out the applications after school begins this fall.

Second VP Membership: Kathryn Endo-Roberts

Kathryn is working on a membership renewal letter. She is also continuing to look for ways to bring in corporate donors.

Kathryn briefly discussed the “Living History” interviews she would still like to do which would tell the stories of prominent citizens and what contributions they have given to Torrance. She re-iterated Dr. Wing Mar’s contribution of saving the YMCA in Torrance. Other interviewees could be members of ACT. The interviews would be filmed and be uploaded onto the ACT website.

Torrance Cultural Arts Commission: Megan Willis No report given.

## **NEW BUSINESS**

As a Fundraising event in the future, Kathryn suggested an Asian/East Asian Fashion Show, perhaps in April or May of 2020. Ideas for it were discussed, and it will be brought up again in the future for a more detailed discussion of feasibility, location, etc.

There being no further business, the President called for adjournment at 9:08 pm.

**Next meeting: No meeting in August! September 27, 2018 @ 7:00 pm**

Susan Norris  
Secretary