



Board of Trustees Meeting

Date: January 29, 2024

Meeting on Zoom

## **Minutes**

**In Attendance:** Claudia Salzberg, President; Tiffany Ford, Vice President; Margaret Allen, Treasurer; Hyein Yoo, Secretary; Dan McCoy, Marlene Sokoloski-Sander, Ronni Aronin, Carla Dunlap, Elias Darraj, Sarah Prigodich, Amadeus Guchhait, Elizabeth Whitner, John Matuszak, Matt Hyleck, Executive Director. Quorum present.

Arrived late: Karla Thompson

Absent: Volker Schoenfliess, Monica Truesdale, Hae Won Sohn, Deborah Bedwell, Alice Wu, Patrick Bell, Wayman Scott, Pam Worthington

**Call to Order: Claudia Salzberg welcomed everyone & opened the meeting at 6:04 pm.**

## **Consent agenda - Claudia Salzberg**

Consent Agenda – Claudia Salzberg Approval of the minutes, financial statement, and board meeting schedule. Carla moved to accept the consent agenda, and Elizabeth seconded. The motion was approved unanimously.

## **Development Update – Claudia Salzberg**

Seeking a more personal way to thank the 160 new donors from last year. Board members are encouraged to write thank-you cards; Claudia has the message and postcards available. Those interested should contact Claudia.

Planning a Garden Party on May 3rd in honor of Sam Wallace's years of service and the Nature Sacred Garden. Seeking sponsorship from board members for the event; attendance is also appreciated.

Discussion on honoring Sam Wallace independently of a fundraiser. Having an independent garden party for the Sacred Garden opening. Additional concerns were raised about the organization's 45th anniversary, and planning for related events is ongoing. Looking to expand the audience and strengthen connections with artist exhibitions.

## **Committee Assignments & Strategic Planning**

Three required committees: Executive, Finance, and Nominating/Governance.

Need to establish a Governance Committee. This committee is responsible for collecting board nominations, monitoring bylaws, and suggesting amendments. Ronni and Karla have expressed interest in joining; those interested in chairing should contact Claudia.

Strategic Planning Committee: Matt and the staff will conduct a matrix review to inform strategic planning. This will help identify priorities before committee formation. Key questions to address: What can we let go of? What can we expand upon?

### **Executive Director Highlights – Matt Hyleck**

- Programs: Strong progress, with a return to robust community programs supporting 12 sites.
- Education: Launched summer camp and adult spring session programs successfully.
- Exhibitions: High engagement, with approximately 180 attendees at the opening reception. Artistic programming has expanded to include virtual artist talks.
- Planning & Operations:
  - Exhibition planning progressing well, with strong responses and scheduling into next year.
  - ADA door assist installation: A vendor has been selected to upgrade three sites, with completion targeted for February.
  - Parking lot options: On hold.
  - BGE power program: Signed on for energy-efficient building improvements, with completion planned in six months.
  - Grassroots Design Festival at MICA: Accepted; proposals to redesign monument signs will be submitted.
  - Building improvements: 99% of the exterior painting is complete.

Nature Sacred Garden: Landscaping has begun, with pathways started and boulder seating benches planned. A brick campaign is in development to finalize Phase One funding. A volunteer gardening day is tentatively scheduled for the first weekend of April.

### **Final Comments & Discussions**

Claudia raised the idea of allowing non-board members to join committees. There was discussion on forming workgroups to make recommendations to committees, which would then bring suggestions to the board.

The motion to allow non-board members to join committees was made by Tiffany, and seconded by Elizabeth. The motion passed, with John opposing.

Matt thanked the board for last year's funding efforts.

Board Documents: Implementation of e-signing for board documents is close to completion. A centralized board document repository is in development. Conflict of interest and pledge documents must be signed annually.

**Adjourn: Claudia closed the meeting at 7:22 pm.**

**Next Board Meetings:** March 12, Zoom

**Prepared By: Hyein Yoo, Secretary**