



Board of Trustees Meeting

Date: October 24, 2024

Meeting on Zoom

## **Minutes**

**In Attendance:** Carla Dunlap, President; Claudia Salzberg, President-Elect; Nicholas Hawkins, Vice President; Margaret Allen, Treasurer; Sarah Prigodich, Tiffany Ford, John Matuszak,, Dan McCoy, Elizabeth Whitner, Karla Thompson, Alice Wu, Ronni Aronin, Patrick Bell, Wayman Scott, Pam Worthington, Marlene Sokoloski-Sander, Matt Hyleck, Executive Director. Quorum present. Staff Claire Carberry.

Arrived late: Hyein Yoo

Absent: Volker Schoenfliess, Monica Truesdale, Elias Darraj, Hae Won Sohn, Deborah Bedwell, and Amadeus Guchhait

**Call to Order: Carla Dunlap & Claudia Salzberg welcomed everyone & opened the meeting at 6:06 pm.**

## **Consent agenda - Claudia Salzberg**

Called a vote for the minutes and financial statements. Margaret made a motion, Pam seconded the motion. The motion passed unanimously.

## **Inspiration - Introduction to our New Resident Artists**

Kashima Robinson, Kristyn Rohrer, and Ali Saunders gave presentations to introduce their work and their ideals behind the artwork that they create.

## **Year to Date Projections - Margaret Allen**

Presented the findings from the Financial committee and went through the budget document. To reach a reasonably balanced budget we need to raise around 215k by the end of the year. Will put us about 32k ahead of the budget by the end of December. This is a conservative projection of the end of the 4th quarter.

## **Annual appeal Campaign Strategy & Goals - Claire Barrberry**

Claire presented the annual appeal campaign and Nick shared an anecdote of how he worked with Claire to secure a sponsorship for clayworks. Annual appeal will start on

the 8th. Claire will have a one page flyer/report available to distribute. Claire gave an annual update of having 443 individual donors and 22 private and public sponsors.

Nick reminded the board members about our goal as an organization to have a 100% board participation this year and a reminder for board members to give to Clayworks.

### **2025 Proposed Slate of Officers - Nick Hawkins**

Nick presented the draft of the slate of officers for voting on in the December 4th meeting. Requesting any feedback about the proposals before we vote.

Committees will also be presented at the December 4th meetings and will be asking for individuals interested in chairing the committees.

### **Strategic Planning Draft - Claudia Salzberg**

Claudia presented the most recent strategic planning draft included in the board packet. Goals for the board members is to review the strategic plan and come up with more big picture/big aspirations goals for the next 3-5 years.

Working with T.Rowe Price on evaluating the data gathering and evaluation process and how to make improvements. Matrix mapping the current programs to establish a ROI and doing an assessment on our offerings.

Staff and board will have to work together to make a more concrete work plan on how to reach each of the five key goals within our strategic planning plans.

### **2025 Budget Draft & Updates - Matt Hyleck**

Just submitted the second Maryland Historic easement proposal to fix the doors and repair the siding. Painters have been doing work on repainting the gallery and office building. Will move over to start working on the studio space.

Holly and Claire have been busy writing grants, and have reached the first benchmarks to go ahead with the phase 1 of the sacred space project. RFQ for artists for submissions on the park bench.

The city parking contract will end at the end of April 2025, which will result in the removal of the parking meters. Plans to go with an App-based option and move away from physical meters. Exploring the possibility of leasing out the aerial space above the parking lot to installing solar power coverings in the parking lot; could result in EV charging revenue 50/50 split, and parking management solutions.

Fountain repairs - 15 artists contributed creating replacement block tiles but the mason found fourteen more tiles that need to be replaced so this project has been postponed until more replacement blocks can be made.

Received Gutierrez foundation funds to make repairs on a vandalized sculpture.

**Adjourn: Carla closed the meeting at 7:55 pm.**

**WinterFest:** November 8 - December 23, 2024.

**Next Board Meetings:** December 4 - In-Person Location - 100 Light St

December 17 Get into clay meeting

**Prepared By: Hyein Yoo, Secretary**