

MHA EC Aug.17, 2017 2:00 pm

**Attendees:**

David McGee, Evy Grouse, Romie Mizell, Cindy Angelelli, Jay Alexander, Martha Faires, Sandra Smith, Carol Clayton, Thea Barbato

**The Mint Hill Arts Executive Committee** met on Aug 17, 2017.

David called the meeting to order at 2:03 p.m.

Next month's meeting is scheduled for **Sept 21**, at 2:00 p.m.

We approved the July 13 minutes as amended.

**Action items and committee reports:**

**Carol** brought **Banner selection** samples for the EC committee to discuss. We noted that the design needs to include the ASC and NCA logos. The committee preferred no more than 3 fonts and liked the design that included the purple contrast color, suggesting that it should be edited to match the color of the ASC logo. We decided to go with standard sizing for a better price. Carol will order one banner from Vista Prints which will take approximately one week to get once the order is placed. One 24" banner will cost approximately \$60.

David showed us a **sign board** that he has been working on, and we discussed marketing and the design for signs needed for both sides of the rollable board. We discussed the need to emphasize that we are non-profit, and that we are an art center as well as a gallery. We will need 2 waterproof signs for the board which we will put outside the gallery when we are open. The design of the two 24"x 36" signs should be consistent with the banner design.

Carol said that the **Chamber of Commerce** recommended that we put an **ad** in the "**Welcome to Mint Hill Magazine**" which is placed in public Chamber-member locations in Mint Hill. A quarter page costs \$475. Carol will write the ad, examine a copy of the magazine to see what size ad seems appropriate, and then make the decision on size. The deadline for the next entry is August 31. Jay suggested we include the MHA website address but not the MHA phone number.

**Lee** updated us on the available publicity funds in our account.

David thanked Lee for all he is doing in the way of finances and especially for his work for MHA on the recent air conditioner problems. Lee notified us that Duke Power scheduled our conservation period for today at 3:30-6:30 pm.

Lee gave us **budget report handouts** and reviewed the information, highlighting significant details. We have cash on hand and an upcoming grant from Mint Hill that indicate that we have sufficient funds for now. He reported that there were some email issues recently that interrupted his PayPal information, but he believes those issues will be corrected. He also noted that we are waiting for a credit refund from our previous insurance company. Last year he and Cindy submitted a budget proposal that was an accurate prediction of our needs for the year. We agreed that they should submit another proposal for our upcoming year.

Lee also updated us on Marta's situation, and we considered how to best relieve Marta of any **education committee** responsibilities right now. We made some recommendations about members who are knowledgeable about the education affairs of MHA and who may be able to help. David will make contact with the recommended person.

Kim DeBasio is willing to help, but does not want to be in charge of those details. We agreed to let Kim make decisions about needed flyers.

We discussed current needs such as classroom forms, depositing checks, and paying teachers. Lee will take care of check deposits.

**Jay** researched information on doing **background checks** for teachers and recommended using Chapman Corporation.

From his talk with Heather Chapman, he got this information:

- Billing is \$10 per report.
- Background checks for different states may have slightly different fees, but not significantly different.
- The company would provide an internet password to MHA to obtain the proper forms and to input employee information.
- MHA would give the employee the form to fill out and then David or the Education director would go online to input that information.
- MHA should receive the background-check response in 24 hours.

MHA, not the employed teachers, will pay the \$10 fee.

Sandra then asked **Evy**, who is temporarily taking responsibility for our **program committee**, about next month's program. Evy updated us on upcoming programs:

August 22	Binders
September	Mint Museum
October	Jan Schopen and her daughter, anime
November	Sandra, jewelry

We then discussed fees for program presenters. Our policy is that people doing product demonstrations do not get paid for presentations.

**Cindy** gave a brief update on **grants**, noting that we did okay on our goals for the ASC. She will give more details at our next meeting.

**Thea** gave us a **gallery** update. She has ribbons ordered for September and has talked to Nancy Couick about judging the show. She will tally Peoples' Choice votes and will notify winners at our next gallery reception. The Watercolor Show awards three prizes.

She then brought up some questions about next year's People's Choice show, wondering if we should allow 4 entries per artist. After a bit of discussion, we tabled the question for further discussion later.

The committee also recommended that we extend next year's June Binder show into July because of summer being so busy. We agreed.

The gallery themes for next year are:

January	<i>Litaker Show</i>
February	<i>All Things Food</i>
March	<i>Student Show</i>
April	<i>Photography</i>
May	<i>Portraits Unlimited</i>
June/July	<i>Binders</i>
August	<i>People's Choice</i>
September	<i>Water Media (Water and Earth)</i>
October	<i>Members Only</i>
November	<i>Celebrate NC, includes plein air</i>
December	<i>Litaker Show</i>

Romie brought word from Judy about the October *Plein* air event. There is still much preparation work to be done. Binders will provide the 2nd & 3rd prizes, but we need the 1st prize, and we need help with publicity and packets for artists.

Romie will be out of town during **Art in the Park**. Peggy is handling information and David is in touch with her. Larry will help with transport.

The **offsite committee** needs a new chairperson because Vicky has serious family needs right now.

We moved to adjourn at 3:58 pm.

Respectfully submitted,

Martha Faires, Secretary