Mint Hill Arts Executive Council Meeting Minutes
April 11, 2022

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| **Present:** | David McGee, Jay Alexander, Pat Kempisty, Sharron Burns, Cindy Angelelli, Kim DiBiasio, and Pam Rowell Via Zoom: Thea Barbato |
| **Meeting:** | Called to order by David McGee Next meeting scheduled for 5/9/2022 at 10 am |
| **Minutes:** | Approved |
| **Reports:** |  |
| Finance Report: | The March Financial Statement was not received prior to the April meeting. David McGee shared with the Committee Kim Palma’s plans to step down from her position as Treasurer. Her last day is not yet known. The Treasurer position was added to the list of MHA vacant positions. Sponsor payment ($325) for the Student Show has not been received. David will follow up with Robinson Orthodontics. David has a meeting scheduled with Liz Foster (Novant) to discuss the $1K Novant sponsorship for the June/July 2022 show.  |
| Education Committee: | Kim DiBiasio reported that MHA had 82 registrations in 17 classes (Spring session) with $11,501 in revenue, netting MHA $2,908.20. Two summer camps are scheduled (6/20-6/24 and 7/11-7/15) with the potential to have a 3rd summer camp (8/15-8/19). |
| Show Schedule Committee: | Thea Barbato plans to use Joanne Rogers to judge the May “Buds and Buddies” Spring Show. Thea reported that she has expanded her list of available judges with 10-12 prospective artists to consider as either an emerging judge or an established judge. EC asked Thea to develop a schedule listing each show with its corresponding intake dates, reception date and show dates.  |
| Communication Committee: | Jessica is out of town. No report given. |
| Intake Committee: | Jay Alexander demonstrated how the new automated intake labels/tags will work. These tags will be generated by MHA using card stock paper. The label/tag will be folded across the wire hanger and stapled when the artwork is received (Intake). All “Intake” activities have been automated except for placing the number label on the lower corner of the artwork. Number labels are still used but they no longer need to be color coded since the intake label/tag information includes the show date. Process improvements require the artist to register online and then simply “drop-off” his/her artwork. A question was raised about artwork submissions when the artist is <18 years and parental consent is required. Cindy A and Kim D will evaluate the online form to determine whether additional language is needed for artwork submissions by artists < 18 years. |
| Grants/Funding: | Cindy Angelelli was invited by the Arts and Science Council (ASC) to apply for monies available ($10K). Cindy applied; based on her communication with ASC she is encouraged that MHA will be awarded monies which may be used to address the $5K budget shortfall (discussed during the March EC meeting.)  |
| IT Strategy Proposal: | Cindy Angelelli shared with the Committee that MHA has engaged Entec Systems to perform the IT work outlined in the MHA Request for Proposal (RFP). A master service agreement has been signed with a “not to exceed” dollar amount stipulated. Cindy anticipates work to begin this week or next.  |
| Annual Business Meeting: | Plans are for Cindy Angelelli to move from Vice President to President for the next term. David McGee was recognized for his dedication, having served as MHA President for the last 5 years. Officer vacancies for the next term include: Vice President, Treasurer and Member At-Large. Plans are to promote the vacancies and volunteer opportunities during the Novant reception (6/3), encouraging officer nominations. Cindy A plans to put together a handout, defining the Officer roles/duties and various MHA volunteer positions with the anticipated time commitment for each. April McDermott and Mary Ellen Pike are currently considerations for the Member At-Large role(s). David has the ballot forms on his computer - needs to get this information on the MHA computer. Currently EC is considering a weekday breakfast meeting for the annual business meeting. The date of the annual business meeting will be determined during May EC meeting.  |
| Miscellaneous: | David McGee shared with the EC the specifications received for the “counseling room” glass window art project proposed by the Mint Hill Novant Hospital. Discussion ensued and additional questions were raised (functional requirements, opaque or translucent, etc.) David will share questions and concerns with the project contact at Novant. Kim DiBiasio recommended using the Mint Hill Chamber “Help Wanted” site to advertise volunteer positions/opportunities. Cindy will explore the potential to use Mint Hill Chamber ads. David McGee will follow up with Joe McLaughlin to better understand his volunteer interests. Based on Joe’s sales background, David will inquire specifically about Joe’s interest in the fund raising and sponsorship volunteer areas. Beth Harvey is currently orienting/transitioning the Hosting Coordinator to a new person. This individual is limited in that the work that she does needs to be done from her home. Therefore, she is not able to be in the Gallery. A suggestion was made to evaluate paying someone to staff the Gallery since volunteers have not been available to keep it open during the days/hours posted. Discussed the potential to pair a student/intern with a MHA member to cover the vacant positions (e.g., Host, Intake). Kim D will follow up with May and Marsha to determine their interest in serving as gallery hosts.  |