



Board Meeting Minutes

January 27, 2020

Call to Order 6:55

Attendance:

Melody Hedin, President,	Margie Coates, Secretary on Conference Call	Catherine Larkins, Treasurer
Anthony Box, Member at Large	Dustin Pierce, Member at Large (excused working)	Kasey Correia, Exec. Director

Other: Joanne Gantt, Rod Gantt

Dancing Spirit's Mission is to provide a community arts center that enhances creativity and fellowship; that promotes the education, appreciation and enjoyment of the arts; and that celebrates the cultural heritage of our population.

1. Approval of Agenda with addition of f. Sales Tax under Treasurer's Report
Motion: Catherine, 2nd Anthony
2. Approval of December 30, 2019 Meeting Minutes with change of title to Minutes from Agenda.
Motion: Anthony, 2nd Catherine
3. Treasurer's Report
 - a. Approve Financials - December 2019
Motion Margie, 2nd Anthony
 - b. Review 2019 Bonuses – mistake with payroll last May; a bonus has a 22% tax rate, Cindy Humiston and Catherine adjusted the bonus amount so that the employees didn't have to pay extra for taxes; Kasey added up time spent over contract which was 942 hours for her, and 208 hours for Cora
 - c. Review payroll contract with ASAP – Catherine says that then you can see it clearly, it's awkward with Quicken; payroll would be 65 per month less 15%, so about 48, and Quicken Payroll would be 35 per month plus 3.00 per employee, plus Cindy's time
 - d. Open saving account with goal for the year of about 2 months so about 5000; General Account has 26275.43, Artist Sales has 3128.39; Musser grant coming in late summer for 5,000; need 3800 without programs running, about 5000 with programs;
 - e. CPA? Cindy will do our bookkeeping for one more year; Recommending Laura Hokanson (Silver Spruce recommendation) because she is familiar with DS and has helped get us

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back on track. Laura's cost is 600; Noveah's cost was 350, 4 Corners Accounting in Aztec that Cindy recommended. There are three transactions we need an accountant to do. Last year, we budgeted 1000 for audit. Cindy has a bookkeeper to recommend, so it may help to have an accountant that can work well with the bookkeeper; Decision: stay with who we have now and change after the new bookkeeper starts; Kasey signed contract for DS

- f. Sales tax discussion – Catherine – we need to look at what tax is charged on; ok for fundraisers that are 12 days or less; other random sales require sales tax, then remit it quarterly; have to pay sales tax on aprons, bags, and t-shirts, clay bags, selling furniture,

New Business

- g. Review open seats on the board – 2 seats/ 2 year terms (2020-2022)
 - h. Introduce potential board members – Joanne Gantt
 - i. Appoint new board member #1
Motion - Catherine, 2nd Anthony
 - j. Appoint new board member #2 – tabled since Eula didn't turn in an application yet
 - k. Reset Board Officers – Anthony will take Margie's space as board member, be Secretary and take minutes
 - l. Set Strategic Plan Meeting Date: Sandhya Tillotson will lead the meeting; February or March? Need last board member before; will schedule in February
4. Director's Report
- a. Programs
 - i. Update on Studio 2B – need volunteers to help move/clean on January 30th & 31st – Anthony, Rod, and Margie will help
 - ii. Pottery Room – students paying 15 per class now, plus clay
 - iii. Margie's Pottery Class – will be paid as DS teacher, since now not
 - iv. After School Arts – 8 kids, will have 10; Kasey will help Katrina with class, since she couldn't afford to pay for a teacher's helper; 18 per hour for teachers; Kasey teaches SUIMA kids from 4-5 for free since funding fell out for that
 - b. Outreach/Collaborations
 - i. Ignacio Creative District Community Meeting Report – have officers now and is moving along
 - ii. Matters of the Heart show was cancelled due to time constraints
 - iii. Tony Grampas/DOJ (SUIMA made the first cut)
 - iv. Need a committee for 10th anniversary events – April 15, 2010 started
 - c. Update on grant writer – Sandhya hasn't written grants for us for a while, suggested Tiffany as new writer but has no idea what it would cost, Margie is interested in helping, DS has been paying 400 per month for grant writing, grant writers are supposed to be paid per hour, can't pay a percentage on successful grants; Cora is at 4 hours a week, Cindy is our bookkeeper; Kasey can meet with Tiffany after February 3rd

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- d. Updates on building (hopes & dreams) – ELHI is now renting our prior Multi-Media room out, room 17, and they charged us rent, so we will have a credit of 244.40, so rent in February will be 755.76; then 1000.16 with 3 rooms; our goal is to find a space on the main street to bring artists back in to sell work as a coop; school board may want to sell when lease is up; budget will need to be amended for change in space
- 5. Next Meeting: February 18th at 6:30
- 6. Adjourn Meeting: 8:36 PM