

Board Of Directors Monthly Meeting

Monday July 24, 2023 6pm

Visit McMinnville Conference Room

424 NE 4th St., McMinnville



Nourishing the creative spirit in everyone

Board In Attendance: Val Blaha, Holli Wagner, Courtney Terry, Beth Caster, Amanda Gronich, Donna Sires, David Bernstein

Board Absent: Bonnie Borschowa-Hickerson, Kyle Dauterman, Cassie Sollars,

Guests: None



I. Call to order - 6:07 pm

II. Approval of Agenda

Val motioned to move the minutes out of consent agenda for correction. David seconded. Motion passes unanimously.

Courtney motioned to approve June minutes as corrected. Holli seconded. Motion passes unanimously.

III. Consent Agenda

1. June Minutes  June262023_BOD Minutes DRAFT
2. Paper Gardens Budget  Paper Gardens Budget 6_19_23 page.xlsx


Val moved to pass the consent agenda, Beth seconded, motion passed unanimously.

IV. Financial Reports (available by Monday)

1. 6-30-2023 Budget Variance Report Condensed
2. 6-30-2023 Budget Variance Report Detail
3. 6-30-28-2023 Statement of Net Assets Comparison

Val will check in with Cassie, as she hasn't heard back from her lately.

V. Old Business

1. Fiscal Sponsorships - Board review and approval of FS Agreement
 -  AAYC_CNPL-Fiscal Sponsorship Agreement-Project Model_DRAFT2.pdf
 - a. *Val had a question about the percentage of managed funds. What is the best method to determine percentage ie fiscal income/proposed budget?*
 - b. *Two options were presented:*
 - i. *Leave it in the contract and negotiate with each organization, include a range of potential percentages. The industry standard is 5-7%.*
 - ii. *Set it at a fixed 5%*

- c. *Val made corrections to the fiscal sponsorship document after board discussion.*
 - d. *Ultimately we decided to leave the document as is - to be filled out and explained with each potential partnership.*
 - e. *Val also wanted to specify that admin cost percentages should be paid annually.*
 - f. *Courtney motions to accept the Fiscal Sponsorship as amended. Holli seconded. Motion passes unanimously.*
2. AAYC policies for review and approval
 - a. *AAYC_Grievance Policy_DRAFT2.pdf*
 - b. *AAYC_Confidentiality Policy _ DRAFT2.pdf*
 - c. *AAYC_Staffing Policy_DRAFT2.pdf*
 - i. *Beth moved to approve the three policies, David seconded, motion passed unanimously*
 3. Updated Criteria for Fiscal Sponsorship Programs
 - Criteria for Fiscal Sponsorship Projects - DRAFT 3*
 - a. *David motioned to approve criteria as amended, Donna seconded. Motion passed unanimously.*

VI. New Business

1. AHST Artist issue - No Board Action needed
 - a. *Val getting updates, AHST committee will handle*
2. Filing with State for “Assumed Business Name” for AAYC programs - Board Action requested
 - a. *Val proposes we submit the names of three of our programs - Art Harvest, Terroir Creative Writing Festival and Paper Garden to the state to be filed.*
 - b. *Val will check with the programs about specifics. It will cost \$150 every two years for all three.*
 - c. *Val motioned to move forward on registering our three programs as assumed business names with the Secretary of State. David seconded. Motion passed unanimously.*
3. *Beth brought forth a Draft Volunteer Commitment for Committee Members for board review. The Exec Committee will review.*

VII. Reports and Announcements

1. *Formation of EDI committee - Holli will send out the draft EDI policy for the board to review.*
 - a. *Amanda & Donna volunteered for the committee.*

VIII. Adjournment - 7:20 pm