

## **Memorial Opera House Foundation**

Board Meeting

May 8, 2018

Porter County Community Foundation

***Our Mission – Providing opportunities for the community to support the preservation and growth of the Memorial Opera House***

Members present:

Kaye Frataccia

Shannon Franko

Jackie Gray

Michelle Bush

Members participating by phone:

Chad Bush

Paul Kohlhoff

Also in attendance:

Scot MacDonald

Natalie Klobuchar

Andrew Brent

**The board meeting was called to order at 9:07 am**

**Introduction of new board member Jackie Grey**

**Approval of minutes from April meeting**

Michelle Bush made a motion to approve, Shannon seconded the motion; motion passed

**Treasurer's Report:**

Treasurer Paul Kohlhoff presented the financials. General account reflects a balance as of 4/30/18 of \$51,819.27. The DNR grant balance is \$1,121.28 after two invoices were paid.

Scot indicated a replacement check for \$500 from Chester would be deposited.

Jackie made a motion to approve the treasurer's report; seconded by Michelle; the motion passed

**Staff Report:**

Scot presented the Executive Director report. Highlights included:

- The PCCF fundraising seminar was very beneficial, particularly in terms of ideas for philanthropy, relationship building with donors and cultivating repeat donor requests.
- Scot discovered during the training that the PCCF has \$15,000 earmarked for children's theater which will cover Scot's entire budget.
- Scot also received a donation from Katherine McMillan, the Vice Chair for Porter County Museum, during an exercise at the training for \$5,000.

A draft of the feasibility study is in the DNR's hands; they have 30 days to review.

Scot distributed copies of the Schmidt report, which indicated that the building is structurally sound currently. They did indicate, however, that mechanicals of the building are a priority, mainly HVAC, boilers and adding a sprinkler system.

The board reviewed the proposal and initial numbers. Much of the work will involve the museum and its board. During the summer months, Scot will speak with the county commissioners and the VCC regarding the scope and costs associated with the renovation before the MOHF can launch a capital campaign.

Scot mentioned that the Anderson grant is due May 23<sup>rd</sup>. Scot spoke with the trustees and they advised him to not change the request as renovation numbers are not finalized.

Scot noted that Meg DeMakis is requesting space and association with MOH. The board discussed the advantages of this type of partnership and determined it would not be advantageous. Scot will draft a letter to Meg to let her know the MOHF is not interested in pursuing this partnership and Kaye will sign.

Paul presented a few fundraising opportunities for the board to consider after meeting with Rob Harkel. Ideas included a tribute band, a former musical star or an up-and-comer. Since dates are filling quickly for 2018, Paul will bring a final recommendation to the June meeting or email the group for a vote prior to the June meeting.

### **Marketing Update**

Andy Brent presented a color and mood board and discussed strategic ways to make the MOHF brand consistent across all lines of communication. He passed around examples of new folders, marketing material as well as a potential layout for the website.

### **Attracting Board Members**

Scot and Kaye will meet with John Vidal who owns Ameriprise in Crown Point. John is an active MOH enthusiast and exploring becoming a board member.

### **Adjournment:**

Shannon made a move to adjourn the meeting at 10:46 am; Jackie seconded the motion

Next meeting: PCCF Tuesday, June 12, 2018 9:00 am