

Torrance Art Museum Advocates

Board of Directors Meeting

Tuesday, August 16, 2016

Approved as Submitted

List of Attendees:

Suzan Hubert - President
Peggy Morgan - Secretary/Membership
Cynthia Arance - Treasurer

Denielle Johnson - Advocacy Chair
Max Presneill - Curator
Melissa Tran – Volunteer Coordinator

Welcome, Call to Order, Roll Call – 10:35 a.m.

Approval of July 9, 2016 minutes – Approved with noted changes.

Additions and Deletions to Agenda – Add Curator’s Report to future meeting agendas?
Max Presneill concurred.

Financial Report – Cynthia Arance

- Current Account Balance: \$22,142.08
- Donations: \$850.00; Four (4) Membership Renewals, Two (2) New Memberships
- Expenditures: Renewal cost for Post Office Box: \$53.00
- Upcoming Expenses: Taxes to be paid (?), Cancellation of Curator request for \$3,000. 00 for next Exhibit.
- Opened an Amazon Business Account

President’s Report – Suzan Hubert

Membership Report (Membership Chair - Vacant) Peggy Morgan

- Current membership – 49 members
- Provided copy of Membership Procedures.
- New supply of stamps and envelopes have been donated.
- Distributed copies of revised TAMA membership form input. Received and Noted.
- Correct Membership Cards and discontinue distribution of business card with each member Welcome letter.
- Label file with Member Address Mailing labels will be completed for future mass mailings.

Old Business

- Suggest that the TAM address be more prominently featured on the front of exhibit postcards.
 - Keep it the same. Changes would interfere with the image.
- Change the name from Members Lounge to Members and Artist Salon
 - Yes. Name change approved

- Changes need to be made on Membership form, evite and Facebook
- Suggestions for a special member's event that were suggested at the July meeting
 - *Approved*. Discussed various suggestions, i.e. Membership Mixer.
 - Suggested two (2) events per year.
 - One proposed for October 2016 to be hosted by the Board to include food, etc. Cynthia made a motion that the budget for event to not exceed \$200. Denielle second and motion passed.
 - Need name and theme. Logistics to be finalized.
- Continue to send evites to members
 - Yes
 - Advise Web Master and make applicable changes to wording.
- Sending members hand addressed invitations (follow up discussion from July meeting)
 - Yes. Mailing labels will be ready for upcoming events. Labels will be ready for proposed October event.

New Business:

- TAMA Funding Requests
 - Curator, Max Presneill, requested funding for fact finding trip for an exhibition in 2017. A funding request form will be completed for TAMA Board approval
 - Seeking Grant funding for 2017 exhibitions
- Next City Council presentation
 - Denielle needs information regarding next Exhibition to present at the City Council meeting.
 - Melissa will provide data for that.
- Next Members Lounge/Salon preparation and clean-up
 - Max and Melissa shared information about what needs to be done for future TAMA events to ensure that the kitchen and other areas used meet standards.

Closing Remarks: None

Next Meeting:

- August 23, 2016 at 10:30 a.m. to discuss Curator's funding request
- Regularly scheduled Board meetings will be held on:
 - October 11, 2016 at 10:30 a.m.
 - December 13, 2016 at 10:30 a.m.
 - February 7, 2017 at 10:30 a.m.
 - April 11, 2017 at 10:30 a.m.
 - June 13, 2017 at 10:30 a.m.

Adjourn: Meeting adjourned at 12:15 pm.