

NORTHWEST NEIGHBORHOOD CULTURAL CENTER BOARD MEETING

Minutes of May 11, 2015

Directors Present: Elizabeth Abby, Ginger Burke, Wendy Chung, Susanna Duke, Don Genasci, Alisha Hanks, Roger Jennings, Laura Marney, Dan Volkmer and George Wright

Guest Present: John Tess

I. Call to Order

Elizabeth called the meeting to order at 6:15 PM

II. Board Candidate

Alisha introduced John Tess. John talked about his experience and interest in joining the NNCC Board. Discussion and questions followed.

With no further questions or request for discussion, George moved to elect John Tess as a member of the NNCC Board of Directors.

Elizabeth seconded the motion and the motion was passed with two abstentions.

John stayed for the remainder of the board meeting

III. Approval of Minutes

Susanna presented the minutes for the March 9, 2015 meeting. Alisha moved for approval of the minutes.

Wendy seconded the motion and the minutes were unanimously approved.

IV. Treasurer's Report

Roger shared a summary of the accounts as of April 1, 2015. The cash balance is \$65,426.16 and the three certificates of deposit have a total balance of \$55,650.90 (report attached).

A motion to approve the report was made and seconded and the motion passed unanimously.

V. Designation of Board of Director Classes

Roger presented a proposed matrix of directors by class to comply with the by-laws. The issue has arisen because of resignations and elections of directors. In the matrix directors Ginger Burke, Don Genasci and Laura Marney are placed in the positions held by the directors they replaced. After discussion, Wendy made the following motion:

I move that those individuals put forward by the NNCC Board at the 2015 Annual Meeting, to fill vacant positions of those who resigned before completing their terms, be placed in those classes in which the vacancies occurred in order to appropriately complete the terms of those who resigned (see By-laws Article IV Sections 4.2b and 4.9).

George seconded and the motion passed unanimously.

VI. Building Appraisal

Elizabeth opened discussion of the building appraisal.

Dan reported on his presentation of the appraisal to the Northwest Children's Theater (NCT) board of directors. This will be discussed at the next Tenant Relations Committee meeting. There was further discussion on major issues, including seismic upgrades and historic covenants.

VII. Tenant Relations Committee

Elizabeth reported that the next meeting is scheduled for May 20 at 9am, when NCT board will provide its initial response to the appraisal.

Discussion followed about potential strategy for sale, and critical building issues, non-critical but potentially important building issues, deferred maintenance and information this board needs from NCT about how it will proceed if it wants to buy the building.

VIII. Creation of a Clear Mission Statement

Dan read a draft mission statement that he will email to the board for comments.

IX. Home Tour Report

The goal of the 2015 Home Tour is to raise \$10,000. Board members are requested to purchase or sell ten tickets. Board members are also asked to volunteer to work as captains or monitors at the homes on the tour.

Discussion followed about the NNCC sponsoring the Home Tour in the amount of \$2,500. John so moved.

George seconded the motion and it passed unanimously.

There was discussion about further out-reach by board members to support a successful Home Tour.

X. Website Development

Alisha led discussion of a potential website developer who is willing to make a proposal at no cost. Discussion of needs will follow. Roger noted that the existing email needs to be added to the discussion.

XI. Board Training

No additional training is scheduled at this time.

XII. New Business

Elizabeth summarized next steps to be taken:

Dan will circulate the draft mission statement, which should be ready for approval at the next meeting.

John and Wendy will research different aspects of seismic upgrade requirements for the NNCC and report at the next meeting.

XIII. Next Meeting

The next meeting will be July 13, 2015.

XIV. Adjournment

The meeting was adjourned by consensus at 7:55PM

Dated: May 11, 2015

Respectfully submitted,

Susanna Duke

Approved: July 13, 2015