

ArtStream
Board of Director's Meeting
June 27, 2022

APPROVED MINUTES

ROLL CALL

In attendance: Eleanor Allen; Pam Brown; Kristen Chou; Mike Cooper, Chair; Matt DiGilio, Client Liaison; Rye Ellis, Teaching Artist Liaison; Lisa Gaffney, Vice President; Maggie Haslam, Secretary; Sari Hornstein; Paul Murray; Irene Stephens; Jonathan Tepper;

ArtStream staff in attendance: Heller An Shapiro, Executive Director; Lynn Taylor Moore, Director of Finance and Administration

Not in attendance: Kim Coates-Schofield; Molly Myers, Treasurer; Darlene Richeson

MINUTES RATIFICATION

The May 16, 2022 meeting minutes were approved with change to Sari's sentence.

Mike congratulated Matt DiGilio for winning bronze medal in Softball at Special Olympics National games in June! Matt also performed in "Journey Home: A Space Story" in Gaithersburg.

Rye co-directed, wrote the script, and acted in "Game Overboard."

FINANCIAL AND OPERATIONS OUTLOOK: HIGHLIGHTS

For a full understanding, please refer to the report on the Board dashboard.

Overview: We are in a deficit situation as of end-of April. There is enough cash in the operating account to cover all expenses through October 2022 even if no new income were to come in. Net income (decrease) is (\$107,419) compared to budget projections of net income of \$82,022 for this 8-month period. Individual giving decrease of \$115,000 will result in possible revenue shortfall of \$115,000.

Thank you to board members who have given \$100,927 as of today. \$74,257 in new grant revenue is confirmed to arrive by August 31, 2022. The spring appeal and TV raffle brought in \$21,915 as of today (6/27/22).

Program questions, Sarah leaving

FINANCE COMMITTEE REPORT

Lisa reported attempting to review financial information to determine if the budget can be passed as is or needs to be more conservative. Especially re potential deficit.

Quickbooks migration taking longer so May financials not prepared yet.

Mike shared cash flow information. The FY21 audit showed 12 months liquid assets. Now we are using some of those assets because individual donations are down. Heller An projected \$723,506 in 12-month revenue. Cash is decreasing since January. Lynn reported that May operating cash is \$425,176.

Ending the year with operating cash reserve down \$250,000. P&L is down as well.

Kristen: Trimming expenses moving forward is going to be difficult because we are very lean. Better to look for new sources of individual funding.

Jonathan: The FY budget is \$900,000. Grants are aggressive?

Cut back on expenses.

Eleanor: cutting back because of anxiety about recession is the wrong way to go. We need to make it happen. We need to commit to identifying new donors. Companies who cut back in last recession didn't last.

Paul: Budget is a guideline. If classes exceed expectations, if things change we readjust.

Lisa: Incremental approach how can we readjust during the year?

We need to find more money to fund the programs we have. How do we raise more money?

Artistic Director was needed before the Outreach Coordinator.

Rye – stressful year this year. We hired new people this year and I saw a difference in the quality of TAs. Stage manager didn't move set pieces – not well trained?

Rye would like to share TA concerns at next meeting. It has been difficult this year.

FY23 BUDGET PROPOSAL

Expenses grow as the organization grows. We are doing more than we were doing last year and 2019. Hybrid programming, videotaped theatre performances, new admin costs for online services like bill.com, QB online, etc.

We will eliminate our office rent after Dec 2022. The nonprofit village is an annual fee of \$2,400.

NEW STRATEGIC PLAN VISION, VALUES, AND GOALS FOR REVIEW

ArtStream's Current Mission, Philosophy, and Vision

Mission

Through collaborative performance and lifelong learning opportunities, people with intellectual and developmental disabilities gain the skills and confidence to engage with the world.

Philosophy

We believe that when people make their own choices and are engaged, stimulated, challenged, and inspired they surpass both their own and others' expectations.

Vision

To build an inclusive world where everyone can perform their art out.

RECOMMENDATION 1:

Change the Vision to:

To build an accessible world where every person has a role to play.

RECOMMENDATION 2:

Adopt the following set of values:

Collaborative:

We foster a culture of collaboration where decisions are made by building consensus. With consideration and fairness, we create a flexible structure where participants are empowered to reach their full potential.

Community & Belonging:

We are a community where each individual is equally recognized as a valuable member.

Inclusion:

We value individuals for who they are. We give everyone a chance to participate equally, creating a safe space where all participants feel seen and heard. ArtStream programs are accessible and welcoming.

Respect & Dignity:

We value each person's creativity and ideas so all can participate and be respected members of the community. We assume our work represents the best quality and expertise and recognize and value everyone's contributions and needs.

Self-Expression:

We engage in confidence-building and empowerment activities to be our authentic selves and express our ideas, free of judgment. ArtStreamers gain new communication skills to try new things and to advocate for themselves and their ideas in and out of the classroom.

Trust:

We communicate in a reliable, responsive, honest way with a commitment to quality and integrity. We allow ourselves and others the freedom to take risks, acknowledge and learn from mistakes. We build shared trust to solve problems, support solutions, and work harmoniously together.

RECOMMENDATION 3:

Refine and adopt the 4 strategic goals. Based on the Board-approved goals, the Strategic Planning Committee will develop strategies and objectives for review and approval by the Board.

GOAL I:

Deepen ArtStream’s relationships with participants by strengthening family engagement and fostering social connections

Rationale: In two focus groups, family members showed their enthusiasm for ArtStream’s impact on participants. These families urged ArtStream to provide more programs and seek locations for rehearsals and classes closer to participants' and new potential participants' home areas. Significantly, the family members expressed a strong desire for ArtStream to take the lead in establishing a mechanism for regular communications among and meetings for participants’ family members.

GOAL II:

Increase reach, visibility, and enrollment for ArtStream programs

Rationale: Staff and board noted there is untapped potential for ArtStream to reach even broader with its programs by forging intentional partnerships with local organizations in target communities ArtStream would like to reach. This would also serve to diversify the pool of participants in ArtStream’s programs and increase the impact of its work.

GOAL III:

Build a diverse and well-trained corps of Teaching Artists to support participants.

Rationale: ArtStream has a strong, loyal corps of professional Teaching Artists who have training in the performing arts and either have training in working with individuals with I/DDs or can be trained by ArtStream. Increasing diversity to

match the community will better support all participants. Facilitating a collaborative culture, professional development training programs, and an evaluation process, along with creating standard operating procedures and curating resource materials ensures the Teaching Artists will be better equipped to support participants' growth and skills-building.

GOAL IV:

Build ArtStream's capacity to achieve its mission and keep its programs accessible to a wider audience

Rationale: As it grows, ArtStream will need to pay attention to cultivating a strong internal employee culture, particularly in a post-Covid virtual environment. ArtStream needs a stronger focus on marketing to raise the visibility of the tremendous impact it has on participants' lives, which will help attract new families to its work. Among its peers, it has more assets and a more flexible expense composition, positioning it well for growth and future investments. Finally, ArtStream will need to grow its base of contributed income from families, individuals, and foundations to ensure it can keep its program fees affordable.

FY22 Q3 DASHBOARD

STRATEGIC PLAN PROGRESS REPORT

NEW BUSINESS

No new business was proposed.

NEXT MEETING

The next meeting of the Board of Directors will be **Monday, June 27, 2022, 7-9 p.m.**

The meeting was adjourned at 9:22 p.m.

Respectfully submitted,
Maggie Haslam