

**ArtStream**  
Board of Director's Meeting  
September 28, 2022

**APPROVED MINUTES**

**ROLL CALL**

In attendance: Eleanor Allen; Pam Brown; Kristen Chou; Kim Coates-Schofield; Mike Cooper, Chair; Lisa Gaffney (by zoom); Sari Hornstein; Molly Myers, Treasurer; Irene Stephens; Jonathan Tepper; Sonia Trask.

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

**Not in attendance:** Matt DiGilio, Client Liaison; Maggie Haslam, Secretary; Paul Murray; Darlene Richeson

**MINUTES RATIFICATION**

The June 27, 2022 meeting minutes were approved without dissent.

**FAREWELL TO OUTGOING BOARD MEMBERS**

Kristen Chou was recognized for her roles on the Mission Task Force, Business Plan Task Force, and Strategic Planning Committee. Mike Cooper thanked her for helping to shape the mission, staying focused, advocating for best practices, and providing strategic guidance.

Lisa Gaffney was recognized for her role as Vice President. Mike Cooper thanked her for her strategic thinking on the Executive Committee. Lisa is looking forward to continuing as a board member.

Maggie Haslam was recognized for her 6 years on the board and her role as Secretary and member of the Outreach Committee, and for expanding outreach, sharing her network, improving board performance, and building ArtStream for future participants.

Paul Murray was recognized for his 6 years on the board and 4 years as Treasurer, membership on the Business Plan, Audit, and Auditor Selection Task Forces and for his financial expertise, steady fiscal hand, and for helping ArtStream manage during the Pandemic.

**FINANCIAL AND OPERATIONS OUTLOOK: HIGHLIGHTS**

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

*Overview:*

Heller An noted that almost 3 months into FY23, grants revenue in July and August totals \$82,070 which is 22% of the FY23 budget. Two new MD state/county grants will provide additional arts relief funding that is currently not in the budget.

As of 9/26/22, Gala Sponsor commitments total \$33,300. One third (\$11,500) of that is from corporate sponsors.

Development is focused on increasing midlevel, monthly, and new donors. One way we will do this is through new donor forms on our website that will better promote monthly giving and roundup options. This new donor page may also sync with our donor database, reducing data entry requirements.

ArtStream received a Compass Pro-Bono grant that is focused on assessing the current Teaching Artist independent contractor model versus a part-time employee model or a hybrid model.

### **FINANCE COMMITTEE REPORT**

The budget proposal discussion replaced the Finance Committee Report.

### **FY23 BUDGET PROPOSAL**

Board members reviewed the two budget proposals.

#### **Comparison of major revenue and expense line items:**

	<b>FY23 #4</b>	<b>FY23 #3</b>	<b>FY22</b>
Individual Donations	\$143,000	\$143,000	\$121,763
Grants	\$380,000	\$380,000	\$312,304
Programs	\$247,570	\$247,570	\$233,722
Dev & Fundraising	\$154,100	\$154,100	\$140,290
<b>TOTAL REVENUE</b>	<b>\$931,670</b>	<b>\$931,670</b>	<b>\$787,894</b>
Payroll	\$468,920	\$511,793	\$457,183
Program	\$268,675	\$275,257	\$333,496
Administrative	\$80,649	\$80,649	\$98,797
<b>TOTAL EXPENSES</b>	<b>\$857,998</b>	<b>\$907,470</b>	<b>\$926,232</b>
NET Revenue	\$109,672	\$24,199	<b>(\$138,338)</b>

Board members discussed the need to monitor revenue and expenses more carefully going forward to identify potential revenue shortfalls as soon as possible and take corrective action if necessary. Grant revenue is based on prior years, making the projections highly likely. Board and staff will need to work together to identify donors who can provide new or increased donations.

Board members approved Budget #3, with revenue of \$931,670 and expenses of \$907,470.

### **NEW STRATEGIC PLAN VISION, VALUES, AND GOALS FOR REVIEW**

Board members reviewed the new Vision proposal and decided to reject it in favor of the current Vision: *To build an inclusive world where everyone can perform their art out.* The term “inclusive” is more meaningful than the term “accessible.”

Board members approved the following set of values, with the value of “inclusion” placed first on the list. Heller An noted that Diversity, Equity, Inclusion and Access (DEIA) activities are strongly encouraged by our major grantors.

#### ***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.*

#### ***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.*

#### ***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.*

Board members agreed to review the recommended Goals, along with the Phase II report, at a Strategic Planning Retreat to be scheduled prior to the next Board meeting. Recommendations for edits may be provided in advance.

**FY22 DASHBOARD**

Board members were referred to the Dashboard. Heller An recognized Katie Mraz, Outreach Coordinator for Student and Volunteer Engagement for her work improving the clarity of the Dashboard through improved graphics.

**FY20-22 STRATEGIC PLAN PROGRESS REPORT**

Board members were referred to the Strategic Plan overview.

**NEXT MEETING**

The next meeting of the Board of Directors is Monday, November 14, 2022.

The meeting was adjourned at 9:15 p.m.

A 5-minute break was taken before the start of an Executive Session.

Respectfully submitted,  
Sonia Trask