

**THE FINE ARTS CLUB OF PASADENA
MINUTES OF THE BOARD OF DIRECTORS MEETING
JANUARY 16, 2018**

Call to Order: Randy Sinnott presided in the absence of President Robert Farley. The meeting was called to order at 7:05 PM, at the Pasadena Conservatory of Music. Lorelli Embry provided the refreshments.

Present: Randy Sinnott, Jo Barbera, Jim Childs, Jessie Duffy, Lorelli Embry, Yolanda Giallo.

Absent: Robert Farley, Mary Cronin, Jo Butcher, Kathleen Leonard, Roman Borek, Eric Lindquist, Sofia Maclsaac, Cindra & James Payne, Heidi Moore, Paige Peter, Sylvia Smythe

Since there was no quorum, it was decided that the Board would approve any action taken at the March 20, 2018, Board Meeting.

Minutes: Jo Barbera moved to approve the minutes, as corrected (spelling of new members, Gurash, not Gurich) of the November 14, 2017, Board Meeting; seconded by Jim Childs; carried.

Officers' Reports

Treasurer: Jim Childs reviewed the Statement of Financial Position, as of January 12, 2018, and the Statement of Activity from July through December, 2017. He suggested we change the interest period for the Money Market Account from six months to one year, which would not be a risk and might provide slightly more interest.

In reporting activity, he noted that 20 fewer people attended the December 2017 dinner compared to the previous year. 83 meals were served but the required guarantee for the Main Dining Room is 100. However, our loss was negated by (1) no complimentary meals, (2) no visual arts expense, (3) valet parking was \$360 vs \$690 for the October dinner. (The Athenaeum charges each car \$10 in December rather than the the full valet charge when attendance is over 60 for all other months.) We were charged \$350 for the Main Dining Room (up \$50). We had event income of \$6,820, expenses \$7,354, net loss of \$534.

Total Bank Accounts as of January 12: \$66,450; total UBS Endowment accounts \$421,473; total \$487,923. He announced that the Club was now fully invested.

There are 92 dues-paying members, including 2 new and 2 prepaid.

Yolanda Giallo moved to accept the Treasurer's Report; seconded by Jessie Duffy; carried.

President: In absence of the President, there was no report.

VP, Performing Arts Programs: In absence of the Chairman, Mary Cronin, no report.

VP, Visual Arts Exhibits: In absence of the Chairman, Jo butcher, no report.

VP, Membership: Chairman Jo Barbera said there are several candidates “in the works” but no new members to propose at this time.

VP, Arrangements: Chairman Jim Childs reviewed the menu for the February dinner.. He stressed the importance of a precise guarantee to the Athenaeum so that we do not have to pay for more than the guarantee. Jo Barbera said she would advise Sofia Maclsaac and either she or Jo Butcher would email a copy of the guarantee to Jim.

Recording Secretary: No report.

Corresponding Secretary: In absence of the Chairman, Kathleen Leonard, no report.

Jessie Duffy moved to accept all officer reports; seconded by Lorelli Embry; carried.

Committee Reports

Attendance/Reservations: No report since the Chair, Sofia Maclsaac, was absent.

Hospitality: No report.

Bulletin: No report since the Chair, Eric Lindquist, was absent.

Finance: Chairman Randy Sinnott reported that there would be a Finance Committee meeting on January 18 to discuss the 2018-19 budget.

Nominating: Chairman Jessie Duffy distributed the proposed slate of officers, directors and committee chairmen for 2018-19 which she will announce at the February dinner, for vote at the Annual Meeting at the April Dinner.

There was a discussion about the frequent lack of a quorum at the Board Meetings. It was opined that a reminder notice should be distributed prior to the board meetings.

Lorelli Embry suggested that we delete two directors who are not able to attend the board meetings because of family health issues — Eric Lindquist and Sofia Maclsaac *. Both perform very important assignments for the club — composing and mailing of the bulletin invitation for each dinner (Lindquist) and the handling of reservations and name tags (Maclsaac). Both would retain those positions, but by not being included as

Directors, they would not impact the quorum count. There would still be a minimum of five Directors at Large.

Jim Childs moved to accept the proposed slate for next year; seconded by Jo Barbera.

Performing Arts Awards: No report since Chairmen, Cindra and Jim Payne, were absent.

Visual Arts Awards: No report since Chairman Heidi Moore was absent.

Public Relations/Photography: No report since Chairman Paige Peter was absent.

Website/Facebook/Social Media: No report since Chairman Robert Farley was absent,

Historian: No report since Chairman Roman Borek was absent.

Yearbook & Roster: Chairman Jessie Duffy provided a couple of additions to the roster that were received after the roster was printed — Fran and Terry Buchanan and Michael Amends. She also provided the new address for Norman Sarafian, corrected emails for Laurita Domasin and Rafael Calvo, and street name for Patricia Karamitros, new email for Sylvia Smythe and new cell phone for Lorelli Embry. She received kudos for the new format of the Roster.

Parliamentarian & By Laws: No report since Chairman Roman Borek was absent.

Old Business

Lorelli Embry suggested the board might want to consider reducing the amount of dues for those who join the club after the first of the year. After discussion it was decided to retain the current policy — those who join at the time of the June dinner would be considered prepaid for the following year; no reduction for those who join earlier..

New Business

Jim Childs discussed the funds available for Awards this year. Because of the returns on the UBS investments, he reported that the club could award \$5,000 each for the Visual and Performing Arts awards, a \$1,500 increase for each over last year. \$15,000 will be transferred to the Operations Account. Yolanda Giallo moved to accept Jim's recommendation; seconded by Jessie Duffy; carried.

Next Board Meeting: 7:00 PM; Refreshments 6:30 PM; Tuesday, March 20, 2018.

Adjournment: 8:45 PM

Respectfully submitted,
Lorelli Embry, Recording Secretary

* Since the board meeting, Sofia MacIsaac's situation has changed so it appears she will be able to once again attend the board meetings,

**THE FINE ARTS CLUB OF PASADENA
MINUTES OF THE BOARD OF DIRECTORS MEETING
MARCH 20, 2018**

Call to Order: Randy Sinnott presided in the absence of President Robert Farley. The meeting was called to order at 6:55 PM, at the Pasadena Conservatory of Music. Randy provided the refreshments.

Present: Randy Sinnott, Jo Barbera, Jim Childs, Jessie Duffy, Lorelli Embry, Yolanda Giallo, Jo Butcher, Kathleen Leonard, Sofia Maclsaac, Cindra and Jim Payne, Heidi Moore, Roman Borek.

Absent: Robert Farley, Mary Cronin, Eric Lindquist, Paige Peter, Sylvia Smythe

Minutes: Randy Sinnott said the first order of business was to approve and ratify the minutes of the two board meetings that were held without a quorum present — September 19, 2017, and January 16, 2018.

Sylvia Smythe, the President at the time of the September 19, 2017, board meeting, had received approval via email of the action taken by the board members present at that meeting. Yolanda Giallo moved to ratify the approval and action of those minutes; seconded by Sofia Maclsaac; carried.

Kathleen Leonard moved to approve the January 16, 2018, board meeting minutes; seconded by Yolanda Giallo; carried. Jo Barbera moved to ratify the actions taken at that meeting; seconded by Jessie Duffy; carried

Officers' Reports

Treasurer: Jim Childs reviewed the Statement of Financial Position, as of March 9, 2018, and the Statement of Activity from July through March 9, 2018.

Regarding the February 2018, event, 57 dinners were served. The event lost \$1,146; receipts were \$4,625; expenses \$5,771. Beverage costs/receipts were about even. The loss would have been greater if we had had to pay for valet parking. The Athenaeum does not require valet parking if under 60 guests.

For the April 9 Awards dinner, \$5,000 is available for Performing Arts Award and \$5,000 for the Visual Arts Award. Each award may have four dinners comp'd. He will be transferring, per our Investment Spending Policy, \$15,781.23 from the UBS Investment Account to our Community Bank Operating Account. This will be allocated \$6,628 to Operations, \$5,884.82 to Performing Arts Awards and \$3,280.92 to Visual Arts Awards.

Total Bank Accounts as of March 9: \$62,388.84; total UBS Endowment accounts \$416,506.25; total \$478,895.09.

He noted that although the market value of our portfolio went down by \$10,211 in February, we are still up \$11,957 since July 1, 2017.

Hensiek & Caron completed the June 30, 2017, tax returns and statements which have been paid.

Jo Barbera moved to accept the Treasurer's Report; seconded by Cindra Payne; carried.

President: In absence of the President, Robert Farley, there was no report.

VP, Performing Arts Programs: In absence of the Chairman, Mary Cronin, there was no report.

VP, Visual Arts Exhibits: Chairman, Jo Butcher, had no report.

VP, Membership: Chairman Jo Barbera, had one new member to propose — Olga Moretti, sponsored by Louise Lewis. Yolanda moved to approve the application; seconded by Jessie Duffy; carried

VP, Arrangements: Chairman Jim Childs reviewed the menu for the April dinner. It was suggested that a riser be ordered for the Performing Arts Awardee.

Recording Secretary: Lorelli Embry had no report.

Corresponding Secretary: Chairman, Kathleen Leonard, reported that she had sent cards to Sofia Maclsaac for the loss of her husband, Robert, and to Mary Cronin for the loss of her mother, Louise Bigley.

Committee Reports

Attendance/Reservations: Chairman, Sofia Maclsaac, had no report.

Hospitality: Chairman, Yolanda Giallo, had no report.

Bulletin: No report since the Chair, Eric Lindquist, was absent.

Finance: Chairman Randy Sinnott had no report although Treasurer Jim Childs later noted that the preliminary budget will probably be the same as this year, as the result of their Finance committee meeting.

Nominating: Chairman Jessie Duffy distributed corrections/additions for the roster to those who were not at the January board meeting.

She also distributed the slate of officers, directors and committee chairmen for 2018-19. She had announced the slate of directors only at the February dinner and will call for a vote at the April dinner. At the June dinner the officers, directors at large and committee chairmen will be announced.

Jo Butcher announced that her husband, Chris, did not want to continue writing the printed programs for the dinners although he said he would continue to handle the printing. Roman Borek volunteered to take over that function and suggested Chris be listed as Co-Chair.

Jessie said she still needed to find a member who would assist Paige Peter with Photography/Public Relations and said she was going to approach Susanne Belcher.

Performing Arts Awards: Co-Chairmen, Cindra and Jim Payne, reported that the cello was selected as the award instrument. There were four finalists and three excellent judges, including former recipient John Walsh. Rainer Crosett is the recipient. Jo Barbera moved to accept the report; seconded by Sofia Maclsaac; carried.

Visual Arts Awards: Chairman Heidi Moore announced there were two recipients, both from Pasadena City College —Monica Moreno for jewelry and Catherine Thoss for printing. Each wants to bring, as their dinner guests, their instructors and also their boyfriends, for a total of six. Since only four are budgeted for each awards category, Heidi said she would pay for the other two. She said the PCC art department was very cooperative; she did not get a response from the Art Center College of Design

Public Relations/Photography: No report since Chairman Paige Peter was absent.

Website/Facebook/Social Media: No report since Chairman Robert Farley was absent.

Historian: Chairman Roman Borek said he was keeping records.

Yearbook & Roster: Chairman Jessie Duffy had distributed corrections/additions to the roster. Roman Borek recommended that every four years a full roster, with bylaws, articles of incorporation, history of the club, etc., be provided to the membership. After discussion, it was decided to table the matter.

Parliamentarian & By Laws: Chairman Roman Borek reminded Jim Childs to provide the 2018-19 dates for reserving the Pasadena Conservatory of Music for board meetings, and for reserving the Athenaeum dinner venues.

Old Business

There was no old business.

New Business

Following up a request from President Robert Farley, there was a discussion regarding the location for the Combined June Board Meeting/Dinner. He noted that there was not adequate space at his home. It was suggested that the dinner portion be catered, perhaps by the Mexican restaurant which catered the event at Jo Butcher's home in 2016. Chairs and tables are rented, so just a venue is needed. Jo Barbera said she would check out a couple of places and advise Robert and/or Randy. Further discussion was tabled.

Adjournment: Jo Barbera moved to adjourn; seconded by Jim Childs; carried. Time, 8:00 PM.

Next Board Meeting: 7:00 PM; Refreshments 6:30 PM; Tuesday, May 15, 2018.

Respectfully submitted,

Lorelli Embry, Recording Secretary

**THE FINE ARTS CLUB OF PASADENA
MINUTES OF THE BOARD OF DIRECTORS MEETING
MAY 15, 2018**

Call to Order: Randy Sinnott presided in the absence of President Robert Farley. The meeting was called to order at 7:04 PM, at the Pasadena Conservatory of Music. Jessie Duffy provided the refreshments.

Present: Randy Sinnott, Jo Barbera, Jim Childs, Jessie Duffy, Lorelli Embry, Yolanda Giallo, Jo Butcher, Sofia Maclsaac, Heidi Moore, Roman Borek, Mary Cronin.

Absent: Robert Farley, Eric Lindquist, Kathleen Leonard, Cindra and Jim Payne, Paige Peter

Minutes: Jessie Duffy noted that John Walz's name was misspelled on page 2 of the March 20 Minutes. Jim Childs moved to approve the minutes as corrected; seconded by Yolanda Giallo; carried.

Officers' Reports

President: President Farley distributed his report prior to the meeting and it is attached herein. The Combined Board Meeting topic was tabled to Old Business

Everyone agreed that his comments re our poor membership recruitment efforts were right on. Jo Barbera noted that she was only able to add five new members this past year but resignations and deaths wiped out the increase. Mary Cronin said she would have comments under New Business,

Treasurer: Jim Childs reviewed the Statement of Financial Position, as of May 8, 2018, and the Statement of Activity from July 1, 2017 through May 8, 2018. The Total Revenue is \$34,965.00; Total Expenditures, \$40,410.41. Though the Net Operating Revenue is down \$5,445.41, our Investment Return was up \$8,414.27, so the Net Revenue is \$3,019.86.

Pursuant to our spending plan, \$15,781.23 was transferred from our UBS Investment account to our Community Bank Operating Account. Total Bank Accounts, \$67,082.34; Total Assets (Endowment Accounts \$398,067.38; Deferred Performing Arts Awards, \$884.82) \$465,149.72.

Regarding the April 9, 2018, event, Dinner receipts were \$4,200; Bar Receipts \$370; Punchbowl, \$95. Dinners: 60 paid, 8 complimentary, 4 no show, 64 charged to us (plus valet parking). Event Expenses: Dinner \$3,734.49, VA Awards \$5,682.71, PA Award \$6,706.21, Bar \$470.85. Total Receipts \$4,665.00, Expenses \$16,594.26, Net Loss

\$11,929.26, but \$15,781.23 was transferred from UBS so Cash Positive is \$3,851.97. Jessie Duffy noted that John Walz, 1974 Performing Arts Awardee for the Cello, sponsored the riser for this year's Awards Dinner which also featured the Cello.

Noting that we spend more at our events than we take in, Jim expects the June 4 event will show a negative of \$1,000- to \$2,500. He said a sponsor of the Punch Bowl is needed. Jo Barbera recommended that the awardees at our April dinners only be allowed to bring one guest each.

Jo Barbera moved to accept the Treasurer's Report; seconded by Jessie Duffy; carried.

VP, Performing Arts Programs: Chairman Mary Cronin thanked everyone for their condolences regarding the passing of her mother, Louise Bigley.

She discussed the June Performing Artist, Soprano Victoria Hilferty, who will sing favorites from Broadway musicals. The December dinner next season will feature the award-winning La Canada Chamber Singers. For October she is considering a jazz program, perhaps from Cal Tech, UCLA or USC. In February she is considering a barbershop quartet. She asked for feedback re the suggestions which was very positive. It was also suggested that some of our own FAC members could be asked to perform and Roman Borek noted that Mary is a talented pianist. She said it would take about a year of preparation before she could perform.

VP, Visual Arts Exhibits: Chairman Jo Butcher noted that she had had some last-minute cancellations of artists this year but a friend of Jessie Duffy had agreed to do the June program. Charlene McKay is a mixed medium artist. Experience includes a wardrobe stylist for the studios, set designs, interior decorator, exterior settings and she has her own line of clothes.

VP, Membership: Chairman Jo Barbera had one new member to propose — Catherine Quinlan, sponsored by Jim Childs. Yolanda moved to approve the application; seconded by Sofia Maclsaac; carried

VP, Arrangements: Chairman Jim Childs reviewed the menu for the June dinner. There was a discussion about a member wanting to buy wine after everyone was seated at the April dinner. Since wine tickets are to be purchased prior to the call for dinner, Roman suggested Eric Lindquist include this reminder in the Bulletin. He also noted that cards are placed around the reception room reminding everyone to purchase wine tickets beforehand.

Recording Secretary: Lorelli Embry had no report.

Corresponding Secretary: Since Kathleen Leonard was absent, there was no report.

Committee Reports

Attendance/Reservations: Chairman Sofia MacIsaac had no report.

Hospitality: Chairman Yolanda Giallo had no report.

Bulletin: Since Chairman Eric Lindquist was absent, there was no report.

Finance: Chairman Randy Sinnott had no report although Treasurer Jim Childs later gave a report about the budget, resulting from a committee meeting.

Nominating: Chairman Jessie Duffy announced that Susanne Belcher had agreed to be Chairman of Public Relations/Photography, freeing Paige Peter to handle the Visual Arts Annual Awards. She said she would be announcing the final slate of 2018-19 officers, directors and committee chairs at the June dinner.

Public Relations/Photography: No report since Chairman Paige Peter was absent.

Website/Facebook/Social Media: No report since Chairman Robert Farley was absent.

Historian: Chairman Roman Borek had no report.

Yearbook & Roster: Chairman Jessie Duffy said she would contact a recommendation from Jo Butcher re help with the formatting of the next Roster. Roman Borek volunteered to assist.

Parliamentarian & By Laws: Chairman Roman Borek had no report.

Old Business

Combined Board Meeting: President Robert Farley had presented his report on this event, noting that Randy Sinnott would be hosting it at his home and pointing out other suggestions he had received. Robert & Jo Barbera agreed to supply the chairs and tables and Jo said she would check on table coverings. Of the recommended catering restaurants, it was the consensus that we should go with Dickey's BBQ. It will be BYOB for wine, beer and soft drinks. Lorelli Embry said she would distribute an invitation and she and Jessie Duffy will handle RSVPs. Jim Childs said to have checks made out to the club.

Preliminary Budget for 2018-19: Jim Childs presented the proposed budget. He noted that there are three sources of income: Membership Renewals, Donations, and Event Receipts. The budget is similar to this fiscal year: Total Income, \$57,593, Total Expenditures, \$53,036, with a Balance of \$4,557.

Sofia MacIsaac moved to accept the Budget; seconded by Jessie Duffy; carried.

New Business

Increasing Membership: Expanding on President Farley's report on Membership, Mary Cronin distributed a list she had compiled of Professional Organizations, Music Organizations, and other contacts, such as Churches, Museums, Libraries, Madrigal Groups, Theatre Art, Community Colleges and Universities. She suggested that those who had contacts at these organizations could contact them to ask them to tell those connected with each about the Fine Arts Club and and ask them to add the information about our dinners to their mailing lists. Some contacts were provided. It was suggested that Eric Lindquist send the Bulletin to these contacts. Roman said he could help expand the list and everyone congratulated Mary on her good suggestion and preliminary work.

Updated Forms: Roman summarized what renewal forms should be included with the President's letter which should be mailed immediately following the June dinner. Lorelli noted that the mailing did go out right after the dinner last year from then President Sylvia Smythe.

In other New Business, Jo Butcher and Roman Borek asked if the owner of the floral shop that delivers the beautiful centerpieces at each dinner for Lourinda Bray be invited to the June dinner as the club's guest. It was agreed.

Adjournment: the meeting adjourned at 9:10

Next Board Meeting: Combined Board Dinner, 6:00 PM, Tuesday, June 19, 2018, at Randy Sinnott's home.

Respectfully submitted,

Lorelli Embry, Recording Secretary

THE FINE ARTS CLUB OF PASADENA
DRAFT MINUTES OF THE BOARD OF DIRECTORS MEETING
September 18, 2018

Call to Order: President Randy Sinnott called the meeting to order at 7:00 p.m., at the Pasadena Conservatory of Music. Roman Borek generously provided the refreshments.

Present: Josephine Barbera, Roman Borek, Jo Butcher, Jim Childs, Vibeke Cloud, Mary Cronin, Lorelli Embry, Megan Farley, Robert Farley, Yolanda Giallo, Sofia Maclsaac, Randolph Sinnott

Absent: Susanne Belcher, Lourinda Bray, Jessie Duffy, Eric Lindquist, Heidi Moore, Paige Peter

Minutes: Randolph Sinnott moved to approve the minutes from the last Board meeting. Robert Farley approved, Sofia Maclsaac seconded.

Officer Reports

Treasurer: Jim Childs submitted and discussed the Treasurer's Report.

- Miscellaneous Revenue (new category): \$700 (Dr. Smith donated \$300 on behalf of all Roman has done, and 3 others totaling \$400, on behalf of Ellen Ellis).
- Balance Sheet:
- Statement of Activity: 2017-2018 Membership of 90; there have been 50 renewals to-date. 40 have not renewed. Need a game plan. Dues that are expected in the summer are being sent late in the year. Donations are up for FYE 2017 but still down from historical levels. Need to make effort to increase donations from new members. Attendance at dinners is declining. Valet expenses are high. Losing ~ \$2,000 per dinner. June 4th dinner –58 dinners paid, 5 comp dinners. 63 total. Valet required at 60 dinners. June Receipts \$4,680, Expenses \$6,697 produced a loss of [\$2,016].
- Legal & Professional Fees:
- Net Operating Revenue: -\$7,855.17. Offset to a large extent by investment returns, leaving a Net Loss of \$587. Cannot control due to market volatility concerns. Cannot continue to operate at a loss.
- Investment Returns: \$7,701.81
- Other Expenditures: Insurance \$500, QuickBooks renewal of \$120.
- Detail of Activity & Conditions: Stock Market Up 20k first 6 months, down \$12.3k last 6. Up \$7.7k for year. Spending Policy - \$15,781 was transferred from UBS to Operating Account. This funded our increased awards and part of the June event.

President: Good October meeting planned. Hoped that everyone had a good summer.

VP, Performing Arts Programs: Mary Cronin. For October, Paul Puccinelli and Susanne Brown and accompanist Jim Berboen will be performing a 35-minute program with a 10-minute QA. Early brass instruments from different periods. For the December program: Dr. Jeff Brooke La Canada High School Chamber Singers will perform sacred and secular music.

VP, Visual Arts: Jo Butcher announced that Victor Picou will be the exhibiting artist in October. Mr. Picou will showcase some of his sculptures.

VP, Membership: Jo Barbera proposed the following person as new member (sponsors): Darlene Lloyd (Jessie Duffy)

1 other applicant JC & John Byers (Joan Anderson Campbell & Chip and Nancy Stone).

Jim Childs presented a motion to send out due renewal forms earlier in the year (after April dinner). "Early bird special": If dues are paid by June 30 then \$75, after July 1, is \$85.

VP, Arrangements: Jim Childs. Arrangements: Trying to arrange a time to pick up the choices (catering) for next event. Lorelli noted error on the flyer re: wine pricing. Eric will send email.

Thank you letters for Dr. Smith, three donations for Ellen Ellis, and for Lourinda Bray – for providing flowers for the events.

Volunteers for the punch bowl. RAF and Yolanda Giallo. \$95.

Recording Secretary: Megan Farley will send draft minutes from tonight's meeting within the next few days. Notified members that she will be recording the meetings.

Corresponding Secretary:

Vibeke sent thank you notes, and one informational letter to the parents of the deceased Ellen Ellis to inform them of the donation. Vibeke taking over as Corresponding Secretary.

Committee Reports:

Attendance/Reservations: (Sofia) Receiving checks for \$75, people confusing with dues. (\$70)

Hospitality: Nothing to report

Bulletin: Nothing to report

Finance: See Treasurer's Report

Nominating: Nothing to report.

Performing Arts Awards: The Calvos are no longer able to fulfill the duties of Performing Arts Chairs, so the position is vacant. President Randy Sinnott will be working with Jessie to fill vacancy. Noted that it is a difficult position to fill. If replacement is not found, may not be able to have awards at the April dinner. Lorelli asked for nominations.

Roman suggested placing an ad in the program for the position.

Visual Arts Awards: Nothing to report. (Paige not present.)

Public Relations/Website/Social Media: Nothing to report.

Historian: Nothing to report.

Yearbook & Roster: Jessie Duffy wants to get the form out for updated information.

Parliamentarian & Bylaws: Nothing to report.

Old Business

Budget for 2018-2019: Nothing to report.

New Business

Membership/Potential Members: Mary Cronin

Need to get the word out about the organization to help recruit new members. Incentives (free dinners), or publicity.

Robert Farley suggested forming a Task force to recruit new membership. He is willing to take charge, with two other volunteers. Perhaps put together a flyer about the organization, bring to dinners for guests. Suggested dropping one dinner a year (February or June). February is the least attended. Or June dinner, would end year with awards dinner. Perhaps raise membership dues (perhaps \$75-\$100). Try to find ways to communicate more with the members about what is going on in the organization.

Lorelli: Suggested ways to find out why people leave the group.

President Randy Sinnott suggested a short form about why members are leaving. If response is "not worth it", encourage them to come to future events. Randy also suggested providing incentives for current members to recruit new members. Perhaps dinner is comped...Suggested that the magician/performer from the June Board meeting come to future events (October dinner) as an opening act. Would require \$200/comped dinner. Board approved the idea.

Jo Barbera suggested perhaps approaching artists that perform for the group to encourage them to join.

Mary Cronin: Suggested murder mystery dinner

Jo Butcher: Heidi Moore would not be attending regular board meetings; she can't drive. Gave an email thank you note to Vibeke Cloud from the honorees who rec'd scholarship. Vibeke offered to provide transportation for Heidi to attend.

Next Board Meeting: Next board meeting on Tuesday, November 13, at Pasadena Conservancy of Music.

Adjournment: 8:45 p.m.

**THE FINE ARTS CLUB OF PASADENA
DRAFT MINUTES OF THE BOARD OF DIRECTORS MEETING
November 13, 2018**

Call to Order: President Randy Sinnott called the meeting to order at 6:59 p.m.

Present: Randy Sinnott, Lorelli Embry, Sofia MacIsaac, Roman Borek, Jo Butcher, Vibeke Cloud, Mary Cronin, Jim Childs, Robert Farley, Megan Farley, Paige Peter

Absent: Jo Barbera, Jessie Duffy, Susanne Belcher, Lourinda Bray, Heidi Moore

Minutes: Randolph Sinnott moved to approve the minutes from the last Board meeting. Robert approved, Sofia seconded.

Officer Reports

Treasurer: Jim Childs submitted and discussed the Treasurer's Report.

- Miscellaneous Revenue (new category):
- Balance Sheet:
- Statement of Activity: Good news is that the October 1 dinner was fantastic – visual arts, performing arts, magic performance. 74 dinners served, 2 complimentary. Bad news is that with the dinner, beverage, and punch bowl we had receipts of \$5,960 expenses of \$7,409 and a loss of \$1,500. 17 dinners were guests of performers so only 60 members and member guests attended.

Athenaeum has raised prices across the board. Major increases: Dinners - \$5; Rooms - \$100; Valet - \$2 per hour, per valet usually 4 and 4-hour minimum (\$32 if 4) Minor increases: Punchbowl, wine, bartender, podium fee. If this had been applied to the October dinner it would have increased the bill by approx. \$630. Athenaeum agreed to use old prices for October event. Kathy Winterrowd is leaving on November 30th.

Robert suggested inviting Kathleen Burns from UBS to come and talk to the group for a few minutes at the January meeting about our investments. Jim will follow up with her to organize.

- Legal & Professional Fees:
- Net Operating Revenue: -\$2,089.07
- Investment Returns: \$9,161.
- Other Expenditures:

- **Detail of Activity & Conditions:** We talked about the ups and downs of the market, participation in the October market disaster. Lost \$14,626 to wipe out our then YTD gain. Up \$3,000 through last Friday, but down so far this week?

President: Nothing to report.

VP, Performing Arts Programs: Mary Cronin. Dr. Jeff Brookey, La Canada High School Chamber singers will perform at the December program. His choral groups have won many awards. Looking ahead to February, we will be having an early string performer: a lute, possibly early guitars, historic instruments dating from Renaissance, Baroque, through Classical & Romantic eras (Dr. Michael Miranda will be the performer, retired professor from Loyola Marymount). Recommended by Paul Puccinelli.

VP, Visual Arts: Jo Butcher. There is nothing to announce.

VP, Membership: Jim Childs. There are five applications for membership. Victor Picou (artist from previous month, sponsor Jo Butcher); Dr. Patricia Woodlin (friend of Victor Picou, Ph.D. in Art Education, Director/Curator of fine arts gallery at Cal State LA; sponsor is Mary Cronin); Natalie Komuro (Masters in Urban Planning from UCLA, 31 years in homeless services, sponsored by Gladys); Marion Graydon Greene and Paul Greene (each owns own business; sponsor is Gladys?) Motion for approval and seconded (Robert, Vibeke). Motion presented by Randy Sinnott, approved by Robert and seconded by Jo Butcher. Motion carries.

Mary Cronin suggested having applications available at the dinners for interested prospective members. Roman suggested placing them next to the guest book, or on the tables with the centerpieces.

VP, Arrangements: Jim Childs. Meeting Friday at the Athenaeum with Kathleen Winterrowd and (new representative) Debbie.

Mary Cronin will bring a music stand for the December program, Robert will bring a long extension cord.

Recording Secretary: Megan Farley will send draft minutes from tonight's meeting within the next few days.

Corresponding Secretary: Vibeke Cloud. Sent well wishes to Lorelli Embry on behalf of the club (when she was ill).

Committee Reports:

Attendance/Reservations: Sofia MacIsaac. Waiting for RSVPs and checks for the December holiday dinner.

Mary Cronin also updated the performing arts list and sent it out to members via email.

Hospitality: Yolanda not present.

Bulletin: Nothing to report.

Finance: See Treasurer's Report.

Nominating: Jessie Duffy not present. Lorelli opened discussion of Nomination Report. Per Lorelli, Jessie proposed (per the last meeting) forming a Performing Arts Awards Committee to select the performing arts awardees since it is difficult to find a chairman for the performing arts committee at this late date. Mary Cronin, Roman Borek agreed to be on the committee. Asked for one or more volunteers, preferably someone with knowledge of music. Jessie would be the facilitator. Robert suggested considering new members. Sofia suggested Gladys, all agreed that it would be a good idea to ask her.

Performing Arts Awards: Nothing to report.

Visual Arts Awards: Paige Peter. Met with Penelope Jones, Asst. Dean for Student Services at USC Roski School of Art & Design. Toured the facility, met five students. Saw a tableau exhibit, ceramics exhibit, large canvases, painted veil fabric artwork, and photography. Next step will be to get the room specifications, and perhaps video the room at the Athenaeum. Needs to know logistics for putting up large canvases. Proposed using large easels to display canvases. Roman offered to accompany her to video the room. Paige would like to invite Penelope Jones to the December dinner to see the room and get a feel for it. Jim Childs offered to pay for her dinner.

Public Relations/Website/Social Media: Nothing to report.

Historian: Roman Borek.

Yearbook & Roster: Nothing to report.

Parliamentarian & Bylaws: Roman Borek. Keeping track of all the archives, in folders.

Old Business

Budget for 2018-2019: Jim Childs.

Believes we should raise the cost of the dinners to reduce our budget deficit for these events. Questions about the role of the dinners – June dinner is an integral part of what the club does.

Jo Butcher proposed raising the cost of membership instead of the cost of dinner, which would be easier for members to absorb. Robert noted that we don't know how to predict whether raising the cost of dinners will increase revenue. Only certainty about increasing revenue is to increase membership numbers.

Lorelli: Raising the cost of dinners would turn more people off than raising cost of dues. Suggested that dues could go to \$100, which is minimum for most organizations. Noted that a lot of members still haven't paid their renewals. Roman noted that a lot of members pay in November, which leads to a lot of delinquent numbers. Members sometimes need 2-3 reminders to pay dues (complete packet). Jim suggested just telling members to send a check immediately. The only reason to send the whole packet is to encourage people to send more, but right now we need the dues. Dues are relatively cheap, \$100 minimum dues are very reasonable compared to many organizations.

Dues increase wouldn't kick in until next year, so we will need an all-out push for new members and guests.

Jo mentioned that Victor Picou (and Dr. Woodlin) suggested a partnership between FAC and Pasadena Artists' Association. Victor is president. Jo feels it is an excellent idea, however if we did have a liaison which would bring in new members/guests from PAA coming to events, it wouldn't mean that their artists in their organization would always be our featured artists. It would close the doors to allowing FAC to find struggling artists who are still new to being in public eye. Haven't pursued further, but it is a possibility. There is also the idea of Pasadena Opera Group joining the FAC since they are now defunct. Can get more information. Randy suggested Jo follow up on the idea and give a presentation about how it would be advantageous to the group.

Mary Cronin suggested using the libraries to get the word out about the club. Pasadena Central Library approves a flyer and sends the flyer out to branch libraries; also, has a partnership for book checkout with Glendale Library as well.

Lorelli brought up how much the awardees will get this year. It was confirmed to be \$5,000 (for each visual and performing). Jim noted the spending policy is 4% of 3 years' average = just < \$15k annually. So, everything evens out over time. There is enough from the endowment to cover award money. If endowment money isn't spent, it is set aside to award later. If the awards are increased, the money would have to come from somewhere else like general revenue, operating account, money market account.

Roman brought up the legitimacy/validity of the June meeting. Used to have monthly dinner meetings per year when he first joined. Then it was reduced to alternate months. Feels that it is an essential part of the program. The fewer dinner meetings we have means fewer associations with the club. Members feel remote. The less we do, the less interest there is. Losing the June meeting means only 4 dinners per year, which decreases the interest and association with the club.

Brought up the suggestion again for a \$5 increase in dues for those who don't pay dues by a certain time. The 28 people who have not responded to dues need to be contacted again, and sent another renewal packet. Lorelli suggested sending out the dues form and the donation forms with the president's letter following the June meeting. Randy will talk Jo Barbera about following up with delinquent dues.

New Business

Membership/Potential Members: Discussed filling Performing Arts Chair at last meeting.

Exit survey for resigning members was discussed last month. Board agrees it is a good idea. Deciding who and how to prepare it. Randy will prepare a template to review at the next meeting.

Mary Cronin sent an email that included a list of potential avenues/contacts to market the club as a philanthropic organization to all visual and performing artists. Museums, conservatories (Azusa Pacific), and a creative arts group in Sierra Madre. Cal Arts private school in Duarte, 5-year performing arts school run by Dr. Steven Cook. Paul Puccinelli's daughter attends for theater arts.

Robert discussed what the e-mail content should be to market the club to potential new contacts. Needs to be colorful, enticing. Suggested spending a little more time on the content before writing to them (after the holidays). Many don't know that the FAC is a philanthropic organization. Roman suggested

'jazzing up' the brochure/program for the club – new members are leaving them at the table after dinners. Robert suggested finding members with marketing background to assist, perhaps looking back in the archive of applications. Can ask Jo Barbera at the December dinner.

Roman's suggestion about December dinner being festive holiday dress. Can send an email reminder with a note encouraging people to wear elegant/holiday attire.

Randy Sinnott made a motion to increase dues to \$100 after January 1 (plus initiation fee) for new members. Jo Butcher approved, RAF seconded. RAF then made an amendment suggestion that members who join between January & June should only have to pay \$50 dues, rather than pay full year's dues for a six-month term. Determined that due increase for everyone should begin June 1 at start of new fiscal year. Motion passed.

Next Board Meeting: Next board meeting on Tuesday, January 15, at Pasadena Conservatory of Music.

Adjournment: 8:45 p.m.