

## KIFA BOD MINUTES, February 13, 2019

Meeting called to order at 6:01 PM.

Present were: Linda Paez, Rebecca Placek, Maria Sage, Terry Sayler, Jessica Sellers, Margaret Tessier, Maureen Wheatley. Absent: Mary-Lynne Neil, Joel Purcell, and Theresa Schram. Guests: Bente Cooney from Plastic Free QAC, Paul Placek, Building & Grounds Committee.

**GUESTS:** Ms. Cooney introduced her organization, Plastic Free QAC, and congratulated KIFA for “going green”; she handed out green shopping bags to the group. Plastic Free QAC has joined with KI Beach Cleanup to diminish the use of plastic bags on the island. The Board approved joining the coalition. (Attachment)

Paul Placek distributed a handout, “10 Points from Tom Ahern” that he received at a workshop given by Tom Ahern on fundraising for non-profits. He and Becky took apart a KIFA donation letter to illustrate Ahern’s principles. Highlights include: Focus on folks over 65 as almost all donors are; Put important stuff in the 1<sup>st</sup> paragraph; Focus on the donor as “your gift”, “your help”; use 14 point font. (attachment)

### Approval of Minutes

**President’s Report (L. Paez):** KIFA has gone green. Linda has met with the following to establish a relationship for KIFA with them:

\*A&E, Nancy Cook. KIFA to participate in their 1<sup>st</sup> Saturday events

\*QAC Public Library, Julie Rinali. KIFA events can be posted there. They no longer have Friday night events so KIFA can reinstate its Kids Nite Out. Linda will check with local restaurants for a coupon.

QAC Public Schools, Mike Bell. KIFA events/classes will be advertised in the schools.

She attended the First Snowball Dinner to honor Maryland Women & raise funds for a MD Women’s History Museum. The KIFA Executive Committee decisions in January reduced financial outlays from the budget; waste collection and cleaning of the building will be done by the Board and no employee insurance as there are no paid employees currently. The Board will do a Spring Cleaning of the building at a date TBD.

**Vice-President’s Report/Publicity (J. Sellers):** Bob Tessier will help her with updating the website. Eblasts are going out for each event; getting many more “opens”. Maria Sage redid graphics. (Attachment)

**Treasurer’s Report (M. Tessier):** 2019 budget presented (attachment). Maureen moved to approve; Becky seconded; all in favor. Approval to purchase a laser printer was approved by email.

### Committee Reports

**BUILDING & GROUNDS (M. Tessier & P. Placek):** They distributed a draft of the work they are doing on the QAC grant. KIFA will ask for \$30,000-35,000. If the grant is received, the Board will prioritize items. Date due is 2/22. (Attachment)

**DOCENTS (R. Placek):** A training session was held for 7 docents: 5 new docents were trained and 2 were refreshed. Still need more docents to fill vacancies. Linda will get more front door keys made. Linda & Terry will do a key audit. (Attachment)

**EDUCATION (M. Sage):** Everything we are doing is working; three classes on the past Sunday each with five participants and today’s had six; two new proposals received. She is using/recommends a free flier program. She and Theresa are working on the summer kids’ programs. Remember to share info on social media. (Attachment)

GALLERY (M. Wheatley): March is the annual Student Show. Maria will prepare an upcoming class schedule to have available for the show. A tent is needed for outdoor art fairs; Nancy Cook from A&E will provide \$100 for KIFA. Other possibilities are a food truck on the grounds and musicians. May 4 is the Spring Art Fair and is also A&E First Saturday. KIFA receptions will be from 4-6 PM from May-October. (Attachment)

MEMBERSHIP (M-L. Neil): She sent her report via e-mail. Board would like the monthly membership report to show statistics for number and types of memberships. (Attachment)

HISTORY (T. Saylor): Linda is looking for 2 grants: one to digitize the KIFA archives and another to create an oral history project. Dave Murphy has agreed to be interviewed for the oral history. Other suggestions include Jim Molaro, Maureen Wheatley and Roberta Gray, the first office manager.

## **Old Business**

Strategic Plan discussion tabled until the March BOD meeting.

Two studios are rented. Studio "C" rented to Margaret Tessier and Vicki Spinelli. Studio "A" rented to Lee Butera and Georgette Towes. Studio "B" is reserved for education classes.

Big Band Fundraiser committee is working hard. (Attachment)

## **New Business**

\* New Mission Statement was approved by a vote of 9 to 1. Mary-Lynne, Joel and Theresa voted via e-mail. "The mission of the Kent Island Federation of Arts is to enhance the cultural and artistic climate of Queen Anne's County and surrounding areas by encouraging participation in and promotion of the visual, literary, and performing arts. Gallery exhibits, classes and special events provide an opportunity for people of all ages to better appreciate the arts and develop their own creative skills."

\* KIFA has accepted a donation of a Wurlitzer upright piano from member and docent Courtney Ann Shaw; she will also pay for tuning, repairs and delivery from her house in Annapolis to KIFA. Becky will send a thank you note once the piano is in place; she will get a thank you for the donation of 3 evergreen bushes which are awaiting planting in the spring.

\*Board approved a Family Membership and a huge "Thank you" to Don Lewis, KIFA's next door neighbor, for allowing for overflow parking on his property for KIFA events.

\*Open Studio. This has occurred on Wednesdays and Fridays in the past. Tom Rohe is interested in leading one with a live model but he is away in March and April. Linda will work with Maria & others to see if one can be arranged for March to see what the interest is.

\*Business card. After a new logo is approved, a generic card will be purchased for the use of Board members.

\*Logo. Coleman Sellers has designed one. Terry will find previous logos & share with Board members.

\*Scholarships. Michael Bell at QACPS will be sent a letter informing him that current grant money is available for eligible public school students to participate in KIFA classes with the recommendation of a teacher.

**Adjournment:** 8:58 PM

**Next Board Meeting:** March 14