

Call to Order/Attendance

Nancy Goodell, Chip Chapman, Luci Brantley and Nancy Guardabascio

Guest: Joe Pitti

Approval of the March 19, 2014 Executive Committee Minutes

- Luci suggested a revision to a statement made in the third paragraph of the Financial Report on page 1. She suggested the statement read as "Nancy Guardabascio suggested that Z-Arts should have a yearly internal audit of the financial records."
- Chip **MOVED** to approve the March 19, 2014 minutes with the above correction. Luci **SECONDED** the motion. The motion passed unanimously.

Old Business

- **Update on ZCFI Collaboration – Nancy Guardabascio**
 - Michael Plyler of ZCFI has signed the agreement as proposed for the October film event.
 - Sarah will be researching whether the Ramona film will be appropriate for an outreach with school-aged children.
 - The next steps will be to get the contracts written and signed by the performers, obtain the rights to show the film and contract for the film.
- **Update on Gallery Hanging System - Chip**
 - Chip passed out a report giving the status of his gallery hanging project. Chip has made a prototype of a hanger that will work on the existing molding in the gallery. Joe took the prototype to Adrian Player for his input and Adrian offered to procure the needed steel and provide tools and assistance so that Joe can produce the hooks. Both Chip and Nancy Goodell volunteered to help with the project. The cost of the project is being donated by Chip, which will be in the range of \$60 to \$65.
 - Julie Hancock has been involved with the project and Chip will continue to keep her apprised of the progress.
- **Update on Z-Arts Library – Vicki**
 - Rob suggested that the website just indicate that the Z-Arts library is an available service offered by the Springdale Library rather than publish a full-list of the books and movies available.
 - It was suggested that the Z-Arts library could be highlighted in the "Do You Know" feature of the next newsletter.
 - The events "script" needs to be revised to include an announcement about the Z-Arts library.

New Business

- **Status of Westaf Grant Applications – Nancy Guardabascio/Joe**
 - Two applications were submitted - one for the Flamenco group and one for Julian G. the pianist.

- The contracts for the artists are signed.
- Joe and Mark will be providing 4 rooms for 2 nights at the Under the Eaves Inn for the Flamenco group and 3 nights lodging for Julian G.
- **Website – Joe**
 - Joe expressed that he would like to see the Westaf performances on both the home page and under the Performing Arts tab. Vicki explained that when the “announcements” option is clicked, other options cannot be included. Nancy Goodell volunteered to research the situation.
 - Joe expressed his opinion that the Westaf performances should be included in the rotating banner in order to have a “presence” for our grant providers but also to catch new folks and that missing unique visitor. The pictures and story lines can be changed out in order to keep the events new and exciting. The website is our vehicle for publicity and press.
- **Approval of 2016 Performing Arts Pianist – Nancy Guardabascio**
 - Nancy Guardabascio outlined the proposal to bring in James D’Leon, pianist in January 2016. The fee for performance will be \$2000 and we will need to provide two nights lodging. Mr. D’Leon will be responsible for his travel and meals.
 - By booking this performance so early, it is hoped that it will allow time for block booking.
 - The date selected for the performance is Friday, January 29, 2016 and Vicki will make arrangements to reserve the CCC.
 - Chip **MOVED** to approve the proposal to contract with James D’Leon for January 29, 2016. Luci **SECONDED** the motion. The motion passed unanimously.
- **Gala Update – Nancy Guardabascio**
 - Nancy is in receipt of the contract for Soul What!? and will forward it to Nancy Goodell for approval.
 - Nancy Guardabascio expressed that she was uncomfortable asking them to not accept any performances in the Canyon prior to the Gala. It was agreed that should Soul What!? accept other performances in the Canyon, it will not deter from our Z-Arts audience.
- **Status of Workshop Contracts and Policies – Luci**
 - The report was tabled to the May meeting.
 - Joe commented that because the Chairs have more or less taken over workshops within their own disciplines that the “workshop” tab should be removed from the website.

- **Financial Report – Luci**
 - Luci passed out the March financial report using the new format suggested last month. She briefly reviewed the March transactions reporting that the expected YTD income is \$5,689.
- **Status of 2014-15 Budget – Luci**
 - Luci passed out the proposed 2014-15 budget for review. She briefly went through the budget categories explaining the reasoning for the FY2015 budget numbers.
 - There was discussion about including a purchase of a “dedicated” laptop for Z-Arts accounting use that will be passed from treasurer to treasurer in the FY2015 budget. At the same time it was discussed that the QuickBooks software should also be upgraded to the latest edition.
 - After considerable discussion, it was agreed that the purchase of the laptop and software could be made from this year’s budget. It was also suggested that Luci look into subscribing to Carbonite for backing up all the financial data.
- **Prepare Agenda for Board Meeting – Nancy Goodell/Vicki**
 - Due to the fact that several board members are unable to attend Monday’s meeting, the meeting will be cancelled. All agenda items will be postponed until the May board meeting.
 - Vicki will email the board members explaining the purchase of a laptop and software and collect their votes “yea or nay” by email.

Next Executive Committee Meeting: Wednesday, May 7, 2014 at Nancy Goodell’s Home, 10:00am

Next Board Meeting: Monday, May 12, 2014 in the Boardroom at the Springdale Town Hall, 7:00pm

Vicki S. Bell
Administrative Assistant

Date of Approval May 7, 2014