YAA Board Meeting Minutes – March 26, 2021

Submitted by Betsy Cromley, Secretary

1. Roll Call

   Present: Tom Merriam, Betsy Cromley, Helen Burns, Scott Blanchard, Taryn Myers, Maryse Newton, Glen MacWilliams, Todd Bonita

   Absent: Torbert MacDonald

Motions: seconded, discussion, in favor, opposed. outcome

2. Maryse moved the Approval of minutes from 3.19.21. All voted in favor.
3. Discussion of Glen's Memorandum (Attached) on use of our building and CSI Engineers' Due Diligence Report (Attached) on the building. However, the members who responded to an email survey are all in favor of reopening. The Board agrees that improvements can be made incrementally. Betsy moved, Taryn seconded that we reopen the gallery for an exhibition on April 9 with masking, and a limited number of visitors. All voted in favor.

   Tom moved, Betsy seconded, that we spend money now to get the minimum building improvements to safely open the Gallery—a newly functioning water heater, one or more new windows, and an emergency exit door with correct signage. Glen will get estimates. All voted in favor.
4. Discussion of Strategic Planning and SMART Goals. Helen's Backcasting document was described as the SMART internal steps to achieve our goals and Torbert's was described as the external goals (see attached).
5. Advancement Strategy: Tom moved that we should complete and adopt the Advancement Plan; Glen seconded. All voted in favor.
6. Board members are requested to review the Governance Checklist before the next meeting; bring any changes they wish to implement or ideas for improvements to the nest Board meeting.
7. Committee Chair job descriptions. Betsy reported that there were six descriptions circulated by Tom; she has another two; still needed are Membership and Education Committee Chair job descriptions. There are 14 Standing Committees listed in the 2021 Handbook. If you are the Chair, please make sure that you have completed your committee job descriptions returned to Betsy for the Board meeting.
8. Tom moved, Helen seconded to review and adapt the YAA Service Agreement. The current version in the Handbook lacks adjustments made on the advice of our insurance company (see attached).
9. Review of Glen's Proposed Schematic Floor Plan (Attached) for revising our building. Members thanked Glen and were enthusiastic about the changes proposed.
10. Tom asked the Board to decide if they wanted to invest in our existing building's renovations. Betsy moved that the building should be improved in small and large steps with money to be raised with a capital campaign; this effort will not preclude moving into larger quarters in the future. All voted in favor.
11. New Business:

- A fund-raising consultant is available who has volunteered with YAA before—Alyssa Wright. She will help us.
- Scott explained his research on how to raise a banner over York Street or elsewhere in York. What are our priorities to publicize—children's camp, Capital Campaign, and Art in the Park. A sign may also be placed—maybe in the front of the gallery building. Permission must be sought from the York Harbor Design Review Board (part of York Planning Dept.) What texts/messages/images should banner and sign display?

12. The next meeting will be on April 30 at 9am via ZOOM. Tom moved, Betsy seconded, to Adjourn at 10:37