YORK ART ASSOCIATION
Established 1968

10.13.2020 Minutes of YAA Board (Items numbered as on Agenda)

1. Roll Call present: Betsy Cromley, Tom Merriam, Glen MacWilliams, Helen Burns (by phone), Scott Blanchard, Maryse Newton; Absent: Drew Poulopoulos, Taryn Myers

2. Helen moved to approve the minutes of the last meeting (with a correction that Maryse communicated with the membership not just by Facebook but also by a letter to the membership and on the website). All voted in favor of approval with the correction.

3. Governance Memorandum reminds Board members that Signatures are needed for the next meeting on the YAA Board of Directors Responsibilities, found in the 2020 Handbook. No one but Helen and Betsy has signed it.

4. Review of the Governance Checklist. Tom led us through the checklist item by item. Updates were made where needed; Glen will maintain an updated version. Items included the following:

Committee Chairs still need to write up their job descriptions and **include them on the next meeting agenda** for the Board to review prior to the meeting.

The Budget is typically based on the previous year's budget but 2020 is anomalous due to the gallery's being closed for Corona Virus restrictions. To develop new money for YAA, Helen suggests an appeal letter before a capital campaign.

Strategic plan committee will oversee the completion of a strategic plan by Fall, 2021. The Committee will include Glen, Scott, others TBD.

5. Attorney Dennis O'Donovan's letter and opinion clarified the terms of the Letitia Moore Charitable Trust. This letter will be kept on file as part of the "Trust" documents for future trustees.

6. Glen moved, Helen seconded, to accept the resignation of Dave Mazur from the Board. All were in favor.

7. Four potential new Board members were named by Tom, Helen, and Glen. These four have agreed to serve on the Board and will be formally presented at the next Board meeting. New members will become acquainted with the YAA procedures and culture by reading the 2020 Handbook with governance documents and the Minutes posted on our website. New Board members should be appointed for three-year terms from rolling dates so there will always be experienced members to guide new members and act as institutional memory.

8. Building Report— The roof framing is minimally structured and appears to Glen that it should be evaluated by a structural engineer. There is no air filtration in the HVAC system. A small room-sized air cleaner was purchase for the gallery. Board approved that Tom will be reimbursed for it.

9. Preparing Gallery for reopening in March or April 2021. Plan to be discussed at next meeting.

10. New Business

Tom discussed with the Board the idea of identifying "sister" organizations with whom we could exchange membership lists, promote each other's websites, develop collaborative shows, etc. Scott asked that a list be prepared of these arts organizations and contacts. Tom moved "that we encourage interaction and marketing with sister organizations." Betsy Seconded; All voted in favor.

Usually in September-October there is an annual meeting. This year we have scheduled a ZOOM meeting with the membership at 3-4pm on November 22. Agenda: Progress report on the past year and plans for the coming year.

Event: Pumpkin carving. We will place the pumpkins on the stone wall around the old cemetery in the village for a lit-up display on Oct. 30, 5 to 8pm.

11. Next Board Meeting on ZOOM November 11, 6pm. Tom will send the link.

12. Meeting adjourned at 7:45pm.