YAA Board Minutes 11.11.2020

Submitted by Betsy Cromley, Secretary

Roll call

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

Absent: Drew Poulopoulos

1. Tom moved to accept the Minutes from 10/15/20; Helen seconded. All voted to approve.
2. Article IX of Bylaws requires that the Board use Roberts Rules of Order; amendment proposes that Article IX use the "Newly Revised edition of Roberts Rules" (see attached). Tom moved to approve; all voted in favor.
3. Buildings and Grounds Committee Report (attached) discussed by Glen. An Engineering firm and an architect are available to produce a design and documents needed to bring the 394 York St. building's electrical and mechanical systems into compliance. Glen moved that we proceed with design as described in the Buildings and Grounds report (attached); Betsy seconded; all voted in favor.
4. Committee Chair job descriptions: four have been received.
5. Strategic Planning Committee report by Scott. Food drive proposal halted for now; other ways to be more active in the community sought.
6. Advancement Committee Report from Helen and Betsy. Proposal to send out an Appeal Letter soon.
7. Tom reported that Drew wants to resign from the Board. Glen moved that Drew present a proper resignation letter so that the Board can vote on it. All are in favor.
8. Acceptance of new Board members: They need vetting as in the Governance document. They need to sign the Board Responsibility document and present some biographical information.
9. Gift Shop and e-commerce: Taryn is working on the YAA website to add a virtual Gift Shop. She will complete the on-line forms that member crafters and artists need to submit items for sale. Discussion about whether to raise our membership in Square Space to the next commerce level. Glen offered to pay for the increased cost to raise the level.
10. On November 21 at 3pm the Board will host the YAA members' Annual Meeting on ZOOM. Tom will prepare an agenda.
11. Next Board meeting will be on Tuesday, Dec. 15 at 6pm, ZOOM.
12. Meeting adjourned at 7:45.

1. GOVERNANCE COMMITTEE MOVES TO AMEND ARTICLE IX OF THE BYLAWS: PARLIAMENTARY AUTHORITY

A. Delete sentence beginning with ROBERT'S RULES OF ORDER (Revised)...

B. Add new sentence: The rules contained in the current edition of ROBERT'S RULES OF ORDER NEWELY REVISED shall govern the York Art Association in all cases to which they are not inconsistent with these bylaws and any special rules of order the York Art Association may adopt.

2. BUILDING AND GROUNDS COMMITTEE REPORT

As the Board is considering opening the gallery for business in the spring, the work of the building and Grounds Committee began an assessment of the conditions with the following:
Glen MacWilliams did a measured Schematic Drawing of the floor plan and floor to ceiling heights. Glen met with Jason Churches P.E. from CSI consulting mechanical and electrical engineers to observe the conditions of the existing mechanical and electrical systems. They provided a proposal to design improvements to the existing systems. Their cost is approximately $1,900.00.
In addition, CSI requires Architectural Drawings in a CAD format for their work. Therefore Glen contacted Hiroko Lindsey of Lindsey Architects to consider this work. The Lindsey Architect's proposed cost is approximately $3,700.00.
The total cost of $5,600.00 will provide the professional design only and does not make the corrections required to open the building to the public in the spring.
In order for YAA to proceed with building improvements, Mechanical and Electrical contractors would need to estimate their costs, which could then become the basis of a capital campaign.
There are other issues, which will require attention such as structural improvements and a new roof. These may not require immediate attention, but will need to be considered as part of the long-term maintenance of the building.

A little history: A few years ago, the YAA Board began a Raise the Roof Campaign. A couple of thousand dollars was spent on inappropriate design and considerable time went into organizing a failed effort to raise hundreds of thousands of dollars for this campaign. Our task at this time is to do only what is required for us to use and maintain our building. Still, it will be expensive and not in our current budget. It makes sense to pay for the professionals' services and, if required, contractor cost estimates so we can plan how to pay for everything.