

**Minutes of the PACRC Board
June 20, 2019**

Present:, Angie McKie, Vera Kowal, Lisa Modrick, Kirsten Hollenbeck, Val Simpson, Nick Johnson, Steve Flannery, Pete Cappa, Ann Hengen, Malcom Chapman

Absent: Amy Policky, David L'Esperence, Dennyce Korb, Eric Pickar, Kumar Veluswamy, Kristol McKie

Meeting called to order at 8:02 a.m. by Vice President Steve Flannery. May meeting minutes, with the addition to reflect Ann Hengen as being present at the May meeting, were approved by Pete and seconded by Lisa.

Financial Report: Angie McKie reported that accounts receivables (related to theater rentals) are a bit high. With the close of our fiscal year on June 30, Nick will follow-up on some of these.

YTD results on the profit and loss are \$8,000 better than budget due to better-than-expected performance rent from new renters. Expected to end fiscal year at June 30 with \$5,000 total net income. Hollenbeck motioned to approve May financials, which was seconded by Cappa.

The proposed budget for next year was discussed. Budget includes \$7,000 in pay raises for all staff (two primary employees, plus roughly 15 part-timers). Total expenses for next year projected to increase \$16,000, including staffing and an estimated 5% increase for most other expenses.

- Kristol, Steve and Nick met with Mayor recently and discussed the city's funding and our ability to help vet the two Mayoral-appointed representatives on our Board. Mayor is recommending the same funding, but the Council can still possibly make some changes to his recommendations.
- Pop-Up Party – increased revenue expected due to solid sponsorship activity to date.
- We will officially approve budget at July meeting.

Executive Director's Report:

Dr. Gwinn Bequest - Have account set up at Vanguard now, where Dr. Gwinn's gift of funds (valued at around \$71,000 right now) will be reflected on June financials. Discussion followed related to when we might liquidate these assets. Nick to confirm what assets were allocated to PACRC first.

The event schedule for this summer reflects that PACRC is definitely a year-round organization, despite July and August usage is a little lighter.

June funding letter to 400 supporters has resulted in \$2,620 in donations so far and more trickling in. Effort had a \$4,000 goal. Nick provided Board members the list of donors to help send thank you's.

Committee Reports:

Development/Endowment Committee: Nick submitted the application for South Dakota Community Foundation matching dollar. If PACRC is selected (will learn in Aug.) for the matching program, we would have 18 months to raise a total of \$80,000, which can include the Gwinn gift. Our goal is to raise the rest before end of 2019.

Pop-Up Party Committee: Vera shared that planning is well underway. Need more \$500 wine sponsors. Have five \$2,500 sponsors nailed down so far, and looks like we should meet our event goal.

Leadership/Donor Circle: Major donors of \$2,000+ are included on a printed piece. Now are Pop-up or Family Series donors currently; will add Endowment options as well.

Take a Seat: We well-exceeded our goal for sales this year. Discussion ensued about how to display where these seats are in/near the theater? Is currently available online. Nick will consider a list somewhere. We are somewhat limited on what we can display in/around the theater.

Strategic Planning: Nick will update and provide for new Board members in July. Kirsten and Nick are still working on language for mission and vision.

Joint Management Committee: Steve reported that Nick's review is completed. Big goal for the year is fundraising.

Executive Session to Address Executive Director Compensation: Angie moved and Ann seconded a motion for the Board to go into Executive Session to address pay increases. Steve reported that all pay increases for staff are nominal. This is the first year no staff turned over. Our portion of Nick's salary is roughly \$31,000. BHCT is not able to entertain a pay increase for Nick this year. Pete motioned and Kirsten seconded motion for \$1,140 dollar raise for Nick in the next fiscal year.

Also, as a developmental opportunity, we recommend Nick apply for Leadership Rapid City by the July 1 deadline, with the cost of \$600 to be covered by PACRC. Malcom recommended the Board make it a priority to introduce Nick to members of the community.

Angie moved and Malcolm seconded motion to move out of Executive Session.

New Business:

- Memorial services noted for Eric Johnson – July 29 & Jack Redden – July 20
- Committee assignments – see list in Board packet – email Nick if you have particular interest or want to change committees.
- Lisa will know in late July if she will get re-appointed as our liaison with the City Council.

CMO Reports:

- BH Symphony Orchestra – Season tickets and open seats are available for sale now. Performing in a Northern lights performance at Neutrino Day in Lead on July 13.
- BHCT – Ann Hengen reported that camps have started for the summer. New playwright group has started to meet. A 24-hour play is planned in August. Their season tickets go on sale July 1.

Our annual board meeting will be on Thursday, July 18 at 8:00 a.m. at PACRC. Motion to adjourn was moved and seconded around 9:35 a.m.

Respectfully submitted,

Val Simpson, Secretary