

## PACRC Board of Directors Meeting Minutes for June 18, 2020 via Zoom 8:00 AM – 9:00

Present: Pete Cappa, Kirsten Hollenbeck, Nick Johnson, Angie McKie, Malcom Chapman, Vera Kowal, Ann Hengen, Jana White, Valerie Simpson, Wendy Rankin, Steve Flanery.

Absent: Eric Pickar, David L'Esperance, Amy Policky, Kumar Veluswamy,

Meeting called to order.

Motion to Approve Minutes passed.

Financial report: Angie reviewed financials and preliminary 2020-2021 budget. She noted that Nick did not have an entry in May for PPP, line #10025. Pete commented that PPP payroll is both a liability & an asset and will not affect statement bottom line. Angie expressed some concern about a couple of Account Receivables, Nick has been in contact with both and has been assured that we will receive payment soon on both.

Jana suggested that we should check with our accountant, Ketel, to make sure that we are using our PPP monies correctly according to the PPP guidelines. Nick stated that he will do a new PPP work up and forward to Jean Smith at Ketel for her review. It was noted again that our P&L does not accurately reflect the PPP monies to date.

Motion to approve the financial report made and passed.

Executive Director's Report: Nick reported on the Virtual Pop Up Party fundraiser, it appears that we grossed +\$31,000.00 with anticipated expenses in the \$4,500 range. All in all, it was a very successful event! Nick noted working by himself was going quite well and that he very much appreciated Kirsten's assistance in his day-to-day operations! He also stated that the staff members on temporary leave seem to be doing ok. He is still waiting to hear from the SD Arts Council grants that we have applied for, the annual grant as well as the Emergency Grant.

Nomination Committee and 2020-2021 Board Positions: Malcom Chapman expressed his concern that Board continuity is essential during the pandemic. Val Simpson, Vera Kowal, Kirsten Hollenbeck and Malcom Chapman have agreed to serve another board term. Amy Policky has expressed her desire to continue as the RCAS School Board representative. Jana White has agreed to be the new Secretary and Eric Pickar will be the new Executive Vice President. Steve Flanery will serve one more year as President. Steve will contact the new President of the RC Common Council, when elected, to see who from the Council will be serve on our board. Val recommended that we ask Stephanie Pariza, the Director of Philanthropy for the Mt. Rushmore Society to serve on our board as an At Large member and Val will contact her as the board agrees. Motion by Pete, 2<sup>nd</sup> by Val to accept new slate of officers and reappointment of board members. Per Malcom's suggestion, the Board has appointed a new Board member recruitment committee consisting of Kirsten, Val & Steve to develop and recruit new future board members.

## CMO Reports:

BHCT: Ann Hengen reported that BHCT has established 3 goals for this upcoming season:

1. Ensure continued existence of BHCT
2. Treat employees as well as possible during this difficult time
3. Maintain their high standards as an organization.

BHCT has made deep budget cuts to reflect their anticipated 50% reduction in revenue. Ben, Laurel and Ann's terms are expired and are leaving the Board. Ben and Laurel are going to continue to assist with BHCT's finances. They will have 6 new Board members this term. Their first performance will be *Sense & Sensibility* which is a small theater production but will be held in the Historic Theater due to social distancing. Nick suggested that we only charge them the small theater's rates and was agreed to by the Board.

BH Symphony: Kirsten reported that they are diligently working on their budget and their season performance schedule. They are not going to rent expensive sheet music this year as one way of reducing their costs. They are trying to sort through the many issues regarding the safety of their own performers and patrons, maintaining social distancing, etc. There are so many unanswered questions and issues to deal with.

New Business: We need to develop and discuss guidelines & future performance policies with the RCAS and our CMO's. Everyone is concerned about liability. Vera advised that we contact Mike Gould, our insurance agent, to get guidance from our insurance company.

Malcom gave Kudos to Nick in helping move the piano!

Old Business: None.

Motion by Angie to adjourn, 2<sup>nd</sup> by Val.