ACTION MINUTES

THOUSAND OAKS ALLIANCE FOR THE ARTS
REGULAR BOARD MEETING
Thursday, May 10, 2018; 8:00 AM
Thousand Oaks Civic Arts Plaza – Acorn Room
2100 Thousand Oaks Blvd., Thousand Oaks, California

1. CALL TO ORDER: Meeting called to order at 8:00am in the Acorn Room

2. ROLL CALL: Present – Chair Leanne Neilson, Vice-Chair Robert Biery, Treasurer John Bradley, Secretary David Mead, and Board Members Eloise Cohen, Judith Linton, and Janet Scherr.

Staff: John Adams, Patrick Hehir, Niki Richardson, James Russell-Field, and Jonathan Serret.

3. PUBLIC COMMENTS: None

4. MINUTES:
   A. MOTION: Bradley made motion to approve the minutes of the April 12, 2018 TOARTS regular board meeting, seconded by Linton and approved 6-0 (Mead was absent during the vote).

5. BOARD BUSINESS
   A. FINANCE
      i. Monthly Financial Update
         Treasurer provided the monthly financial update.
      ii. Approve annual audit for FY2016-17
         presentation by: Kim Manning of Lance, Soll & Lunghard, AAP (LSL)
         MOTION: Bradley made motion for the TOARTS Board, sitting as the audit committee, to approve the FY2016-17 audit, as presented; seconded by Biery and approved 7-0.

   B. COMMITTEES
      i. Ad Hoc Endowment Investment Committee – next meeting will be rescheduled.
      ii. Ad Hoc Development Committee – Next meeting on May 14, 2018.
iii. Ad Hoc Door Services Committee – Recommendations are currently being vetted by Cultural Affairs Department staff and will come to the TOARTS Board next month.
iv. Ad Hoc History Wall Committee – Meeting today; recommendations will come to TOARTS Board in June.
v. Ad Hoc Theatre Performance Grant Committee – Applications for the Dr. Raymond Olson Performance Grants are due today at 4:00pm. TOARTS Board provided consensus that late submissions will not be accepted.

C. DEVELOPMENT

i. Development Activities: Update –

ii. Producers Club Luncheon – Post event review
Development Director provided an update on the luncheon from May 8 and reported that the event had generated upwards of $69,000 in donations and future pledges. TOARTS Board applauded the Development Director on the success of the event.

iii. Angels of the Arts Luncheon – Post event review
Development Director provided an overview of the Angels of the Arts luncheon on April 18 followed by discussion with the TOARTS Board.

D. MARKETING

i. TOARTS Branding – Update
Associate Director shared that the Branding/Marketing RFP for TOARTS and TOCAP is in the process of being drafted and should be ready for publishing by the end of the month.

E. PROGRAMMING

i. CAP Presents Programming
   i. FY 2017-18 ticket sales: Associate Director reviewed ticket sales
   ii. FY 2018-19 ticket sales: Associate Director reviewed ticket sales
   iii. Review of future CAP Presents programming – Associate Director provided an update of programming under consideration for the next year.
   iv. 25th Anniversary Concert – TOARTS Board provided consensus to support staff’s recommendation to identify a headline artist of mass appeal and notoriety to celebrate the occasion with the understanding of a potential financial loss.

6. BOARD CALENDAR

A. ADDITIONS TO CALENDAR – None
7. OTHER BUSINESS – No Action Taken

8. EXECUTIVE DIRECTOR COMMENTS: None

9. BOARD MEMBER COMMENTS: None

10. AGENDA FOR NEXT MEETING: No Action Taken

11. ADJOURNMENT: Adjourned at 9:28 a.m. until 8:00 a.m. on June 14, 2018.