

Valley of the Moon
Board of Director's Meeting Agenda
February 12, 2020

Material Packet:

- Treasurer's report
- 990
- Data arts report
- Work order

1. Welcome note taker Susy 6:00-6:05 (5 min)
2. Neighborhood liaison position- advisor instead of board member? 6:05-6:10 (5 min)
 - a. Neighbor complaint
3. Meeting standards (will wait for everyone to be there to cover this one) 6:10-6:20 (10 min)
 - a. Requirement to have Operations Meeting (and other meetings) follow through.
4. 990 review 6:20-6:35 (15 minutes)
 - a. Tabled for discussion at a future date
 - b. There is work to do to clean up Cultural Data, Neon, Quickbooks, and tax documents
 - How to reconcile the various accountings
 - c. Consider a more organized method of preparing and keeping financial documents
 - Voted to have second pair of eyes before tax documents go out
5. Summer program proposal- 6:35-6:40 (5 minutes)
 - a. Increase cost by \$25 (\$185 to \$210)
 - b. Extra benefit- camp hat
 - Hooks and/or methods of storing caps and/or other personal items
 - c. Permit no cost early drop-off 8:15
 - d. \$25 per half hour fee for not retrieving child on time
 - e. Tuition due 2 weeks prior to camp
 - f. Camp counselors get \$50 stipend
6. Proposal to reduce number of birthday parties worked to earn personal party from 5 to 3. 6:40-6:45 (5 min)
 - a. No one objected.
7. Spillar donation update & proposals 6:45-6:55 (10 min)
 - a. Adobe house to be gallery to sell art- Wacko world of Charlie Spillar retrospective
 - b. First peek- 3/15 4-7 pm Member appreciation day
 - Retrospective, food, (grape juice, cheese etc)
 - Vote taken, quorum voted Yes
 - c. March 19 (Thursday) opening. No host (customer pays) wine and beer
 - Allow alcohol, possibly hire bartender who worked the book event
 - Vote taken, quorum voted Yes
 - d. Expenses- Valley will need to pay 3rd and 4th month storage locker cost

- about \$100 each month
 - Healing Arizona Vets paid for the first and second month
 - Jenni reports expenses to pay 3rd & 4th month
- e. DeGrazia help designing display system.
- Allowing DeGrazia to design display system, they may be able to do some fabrication in advance of the work order, but must have approved work order before installation.
 - Jenni reports there will be expenses for this display system
 - Susan (who owns Artiques) will take some pieces (VotM gets 70% and Susan's commission is 30%) vote taken for Jenni to sign contract for this, quorum voted Yes
8. Break 6:55-7:05 (10 min)
9. Poetry event 7:05-7:10 (5 minutes)
10. Work order procedure 7:20-7:35 (15 min)
- a. Work orders must be redesigned, add date submitted, add date finalized
 - b. Standards must be developed to determine what requires full board, and what may not. Online submissions were discussed.
 - c. Work order authorization: the floor, vapor, the ceiling, threshold, light, door, ticket booth ledge (customer counter). That work is not to be done while a play is going on. (During Hallucinate, Ticket Booth can be down if need be, but not during Spring Play). Can make decisions on less critical issues (such as painting) at later time. We must revamp the work order process before more work proceeds, with Charlie, Bob, and Sparky.
 - d. Charlie or any other department head can supervise without supervision.
11. Personnel issues 7:35-8:00 (25 min)