



## **Management Team Meeting**

Saturday, May 22, 2016 @ 9:00AM  
446A Thames Street, Bristol, RI

### MEETING MINUTES

The Arts in Common Management Team meeting was called to order at 9:10 a.m..

#### **1. Role Call**

Present

- o Arts & Culture Programming Team Leader: Bradley Wester
- o Education & Community Engagement Team Leader: Stephan Brigidi
- o Facilities & Shared Resource: Team Leader: John Lusk
- o Management Team Leader: Michael Rich
- o Management Team Vice Team Leader: Craig Fisher
- o Development Committee Chair (ad hoc): Rebecca Riley
- o Communications & Outreach: Team Leader: Doug Popovich
- o Key Partner Liaison/Town of Bristol: Antonio Teixeira
- o Key Partner Liaison/Roger Williams University: Andrew Workman
- o Guest: Gary Graham, RWU Faculty, Architect, Future Search Coordinator

Absent

- o Fundraising Committee Chair: Nicole Downing
- o Treasurer: Marie Knapman
- o Secretary: Donna Personeus
- o Arnold Robinson
- o Stephen White

#### **2. Discussion and Vote on the Board Meeting Minutes from April 9, 2016**

With Ms. Personeus absent, last meeting minutes tabled until next meeting. Mr. Popovich to take today's minutes and disseminate any needed documentation.

#### **3. Treasurer Report**

With Ms. Knapman absent, Mr. Rich detailed opening of account, funds availability; Mr. Popovich detailed final refinement of by-laws would go out today

#### **4. Management Team**

##### ***By-Laws***

- o **URGENT ACTION ITEM** if everyone could review and email and final comment and vote to accept by Monday 9am, paperwork for 501c3 could be processed

## ***Budget***

Ms. Riley reported that the budget wireframe would be going out to Management Team and that we are in good shape to find the first year, need ~\$10K for first year

## ***Strategic planning***

Informal agreement: hold time Saturday June 18 from 9-2pm for 2-3 hour Strategy Planning session moderated by Margie Butler. Ms. Butler provided an outline of the session for review.

## **5. Team Reports**

### ***Arts & Culture Programming (Mr. Wester)***

o **Arts/Culture status** – Busy week: MON meeting of RI Senator Pagliarini /RISCA Director Randall Rosenbaum 4-5pm BAM meeting; WED Amaral lecture all in place for lecture this week (in lieu of dinner at restaurant, funds put toward reception at Wester/Popovich residence); THU Night is Art Night; FRI Willy Heeks at BAM

§ Help needed: Seeking sponsor/financial support for Amaral Artist Series artist dinners

§ Help needed: Any other invitees for private artist reception (invite to Mgmt Team attached)

### ***Education & Community Engagement (Mr. Brigidi)***

o **Education status** – first meeting end of June

§ Stephan collecting names; concrete CPC projects; Brett Makenzie arts management; thinking CPC coordination of resources to help Education and Community Engagement activate

### ***Facilities & Shared Resources (Mr. Lusk)***

o **Facilities/Resources impromptu status** – great first meeting last week

§ With Tony (provided Walley initiative detail), Donna for organization support, Doug in place of Rebecca to speak about development/fundraising criteria needed; F&SR team ready to develop Walley scope specifics when details arrive

§ Space for AIC conversation

§ Details to be presented to Management team prior to next meeting

- Bradley will update with all available spaces in Reynolds
- Donna will submit a 1-page proposal if some of her space is still available
- Doug will collect list of ad hoc spaces as backup for rest of year's AIC mgmt team meetings

### ***Communications & Outreach (Mr. Popovich)***

Two house call completed. Doug/Stephan B to meet to schedule others in next few weeks

§ Help needed: Mention of AIC representation at Americans for the Arts Convention June 17-19 in Boston. Consider **AIC representation at Americans for the Arts Convention June 17-19 in Boston** <http://convention.artsusa.org>. **Mr. Popovich stated that he is** already a member and asked if AIC should we get a group membership?

<http://www.americansforthearts.org/become-a-member/for-organizations#standard>

§ Help needed: College Sophomore or Junior to assist Comms over summer; DP to email Andrew Workman

## **6. Other Business**

*General conversation about two CPC applications with Arnold Robinson (Mr. Popovich update)*

*General conversation about revenue streams (Ms. Riley)*

§ MR: EDC Jerry Dauterive house call; keeping people involved (youth), art as a vehicle for community engagement

§ BW: Hybrid practice/social engagement; consider class and mode

§ JL: And the creative component of architecture

§ MR: Community that sustains our practice

§ RR: Creating education series on arts orgs support

There being no further business, the meeting was adjourned at 10:45 p.m.