Cabarrus Arts Council
Hybrid Board of Directors Meeting Minutes
Tuesday, January 24, 2023, 9:00 am
Cabarrus Center and Microsoft Teams

Board Members Present:
Steve Steinbacher, *Chair*
Tiffany Lassiter, *Vice Chair*
Erin Martin, *Secretary*
Karen Cobb, *Past Chair*
Betty Ann Alicea
Erin Burris
Jazmin Caldwell
Jessica Castrodale
Emily Davis
Brian Floyd
Robbie Furr
Brian Hiatt
Nancy Hilliard Joyce
Dr. John Kopicki (ex-officio)
Jenny Ripley
Susan Smith
Mayor Jennifer Teague (ex-officio)
Sandra Torres

Staff Members Present:
Liz Fitzgerald, *Executive Director*
Lisa McCombs, *Operations Director*
Rebecca Collins, *Visual Arts Director*

Guest Present: Andrea Stevenson, Stevenson Wallace LLC

Board Members Absent: Donald Anthony, Terry Crawford, Eric Davis, Dave Davis, Jim Firth, Jane Jacobs, Erin Kegley-Parris and Betty Stocks

I. Call to Order – Steve Steinbacher, Chair

At 9:06 am, Chair Steve Steinbacher thanked board members for attending the board meeting and called the meeting to order.

II. Strategic Planning Report – Andrea Stevenson, Stevenson Wallace LLC

Andrea Stevenson thanked strategic plan core group members Liz Fitzgerald, Steve Steinbacher, Tiffany Lassiter, Robbie Furr, Susan Smith, Sandra Torres and Betty Stocks for their time and draft recommendations. She and Liz explained the process of the strategic plan core committee and their thoughtful consideration of the strategic plan recommendations presented. Andrea presented slides

showing our current and new/draft mission statement, vision statement, 4 goal pillars and guiding principles for the plan. Board members broke out into groups and were asked to give feedback on the recommendations. Board members agreed with the new vision, mission, and guiding principles. There was one recommendation for one of the goal pillars, to include "volunteers" in the "Invest in developing and supporting, board, staff and volunteers." Andrea explained that the next step for the committee is to draft strategies.

III. Consent Agenda – Steve Steinbacher, Chair

Steve Steinbacher reminded board members that in the interest of time, we include the minutes and financial reports in the consent agenda, for board members to review by email before the meeting.

Secretary Erin Martin said Operations Director Lisa McCombs sent the November Board meeting minutes for review via email. She reminded them that the board doesn't meet in December and there were no questions, additions, or edits from board members. Robbie Furr made a **motion** to accept the November 29, 2022 board minutes as presented. Brian Floyd **seconded** the motion, and the motion was unanimously approved.

Executive Director Liz Fitzgerald presented the November 2022 and December 2022 financials and reported on the bullet points. Total Assets as of November 30, 2022 are $940,530 compared to $950,044 through November 30, 2021. We had a net income of $153,677 as of November 2022 compared to net income of $365,929 as of November 30, 2021. Total Assets as of December 31, 2022 are $932,208 compared to $965,484 through December 31, 2021. She reported a net income for the year is $131,643 compared to net income of $381,779 as of December 31, 2021

Brian Hiatt made a **motion** to approve the November 2022 and December 2022 financial reports. Vice Chair Tiffany Lassiter **seconded** the motion. The motion was unanimously approved.

IV. Executive Director Discussion and Report – Liz Fitzgerald, Executive Director

Liz Fitzgerald reminded board members to read the second page of the agenda which includes a written report on additional updates, event details and program stats.

Liz Fitzgerald reported on fundraising updates including $36,237 from the Atrium workplace campaign, $18,000 from Lilly and $2,500 from F&M Bank. Liz thanked Brian Hiatt, Brian Floyd, Erin Martin and Susan Smith for serving on the corporate fund drive committee. She reported that we have a good report of previous corporate donors and asked the board to suggest additional businesses to add to this list. Liz reported on the details of the March 10 pre-show reception inviting special groups from the community to learn more about our strategic plan direction and how they can support the Cabarrus Arts Council. Liz said she is working with the EDC to invite special groups, and we will invite all of our Mayors. She asked board members to send her any names and contact information for this event so they can attend pre-show reception and get tickets to the Damn Tall Buildings concert. Liz Fitzgerald reported that our Breakfast for the Arts fundraising event is confirmed for Friday, May 26 at the Embassy Suites. Board members host a table and assist with event needs. The Breakfast for the Arts committee meets Thursday, January 26 at 10am.

Erin Burris asked for a list of municipal support levels.

Liz Fitzgerald reported on personnel updates and said Abigayle Davis has been hired as our new Arts Associate (replacing Ruby Hughey who resigned in November), and we are still looking for a Director of Development and Community Engagement. Liz thanked Steve Steinbacher, Bart Tulbert with Cabarrus County Schools, Betty Ann Alicea and the team for their involvement in the Performing Arts Director interviews. She reported that we have extended an offer to Brian Sullivan and he will join Liz at the North Carolina Presenters Consortium meetings at the end of January and then begin

full-time with us in February. She thanked the board for their patience as our team continues focusing on offboarding and onboarding during this staff transition.

Liz added that we are also working on an extended leave plan for our Visual Arts Director and developing a temporary part-time event assistant position. She added that our upcoming exhibition, Jennie Martin Tomlin: A Retrospective will be on display Feb. 9-April 15 and our galleries will be closed for the next two Saturdays while the exhibition is in transition, and we are low staffed. She asked board members to review the Davis Theatre ticket sales report and said the BOGO offer helped us fill some seats, but at a discounted rate. She added that The Steel Wheels is at break even, but we need to continue to sell tickets to our shows and asked board members to invite friends.

Liz Fitzgerlad reminded board members to look over the board engagement and volunteer opportunities in the sign-up genius links as we have a good number of events in February and March.

V. Board Business – Steve Steinbacher, Chair

There were no other questions or feedback from the board.

VI. Adjournment – Steve Steinbacher, Chair

Steve Steinbacher thanked the board for their time and for attending in person, especially as we move forward with our strategic planning discussion. He added that our next board meeting is Tuesday, February 28 and encouraged people to attend in person if possible.

Brian Floyd made a **motion** to adjourn the board meeting. Robbie Furr **seconded** the motion, and the meeting was adjourned at 10:14 am.

Respectfully submitted,

Lisa McCombs
Operations Director