

November 2, 2010, ART Board Meeting

Attendance: Casey Stern, Esther Biggs, Carlos Fargas, Cindy Lasley, Michael Cormier, Casey Robbins

Call to order by Casey Stern.

Voting new members: unanimous vote via email to offer board membership to Cindy Lasley and Carlos Fargas by Angie Terrell, Bobby Jones, Paul Gabbard.

Call to vote by Casey Stern.

2<sup>nd</sup> by Esther Biggs

Unanimous vote in favor.

Cindy Lasley and Carlos Fargas accepted offer.

Review and approval of previous meeting minutes:

Casey Stern moves to approve minutes.

2<sup>nd</sup> by Cindy Lasley

Unanimous approval.

Financial Report:

Outstanding Finances:

GRU	\$170.89
September rent	\$800
October rent	\$1125
November	\$1125
CPA (Metzler)	\$515
King Insurance	\$51.10 (general liability, due 11/17)
Renaissance Printing	\$81.10
Dramatic Publishing	\$780.00 (Salt & Pepper)
Dramatists	\$900.00 (Play It Again, Sam)
Casey Stern	\$236.25 (FL State Corporation Filing)
<b>Total</b>	<b>\$5783.54</b>

Current Balance: \$317.88

Incoming Finances:

TAG grant: ART awarded \$3263. Payment date not yet determined.

Donation Letter:

Cindy has spoken to Michael McShane to start a list of potential donors for ART to send solicitation letter.

Cindy will modify the donation letter and send new donation letter once 501c3 is active for ART.

Cindy suggests that we include a suggestion for donors to donate on behalf of a loved one.

Cindy will include ART season schedule.

Cindy suggests that we set a goal to send out solicitation letters before December to be out in time for seasonal giving.

501c3 update:

Casey has sent check to State of Florida for the fines applied for lapse in 501c3 status.

501c3 status should be reinstated by November 5, 2010.

Subletting space:

Casey spoke to Gail (Akira), and all rental payment must be submitted by ART.

Susan Addis will need to pay ART for rental of space.

Star Theater:

Casey suggests that Rhonda may no longer be actively interested in renting ART space because of scheduling limitations.

Cindy suggests that we try to address the scheduling concerns because a Children's Theater would be a strong relationship that has much potential for both ART and Star Theater.

Cindy suggests that we invite Rhonda to a board meeting to allow for further discussion to find a mutual, reasonable agreement for a partnership.

Bylaws:

Casey provided copies of Bylaws for new board members.

Casey will review and note suggested edits.

Casey requests that each board member review and submit notes for changes to Casey, and he will organize all notes and suggestions for changes.

Mailing List:

Michael suggests we use Google to assist with mailing list development.

Cindy started acquiring additions to the mailing list from A Raisin in the Sun audience.

ART Calendar: (see Casey's calendar attachment)

Scheduling Amanda Frasier's show:

Casey will work out with Amanda final dates for her show.

Board meeting time:

Casey suggests time set to 6pm.

Casey will discuss with Angie when she will be available to meet.

Board will set specific date via email.

Michael requests that any additional dates for that can be made available for *Tempest* to be taken into consideration when setting schedule for board meetings.

Next meeting will be at 6pm, December 7, 2010. Location to be announced.

Online services for Non-Profit organizations:

Google Check-out – paypal type of system for non-profit organizations

Google has a grant program to assist non-profit organizations.

Michael recommends utilizing any and all assistance.

Casey will contact Bobby to confirm that board agrees that moving forward with Google grants, Google Check-out would be a positive move for the ART.

IRS:

Tax payment is 3 months late because 2<sup>nd</sup> extension was not filed.

ART currently owes \$1377 in late fee penalties (3% gross earnings or \$10,000, whichever is less).

Casey has contacted with a representative of the IRS, James.

ART needs to submit a letter to the IRS to explain circumstances and request to waive the penalty fee.

Penalty fee will accrue interest if not paid by mid-November.

James filed extension for 9 weeks from October 25 to give ART time to submit letter requesting penalty fee waiver.

James advised that the IRS will take into consideration the gross earnings of the ART when reviewing request for waiver of fee.

Casey calls meeting to an end. Next meeting December 7, 2010.