

STAR ARTS EDUCATION
Board Of Directors Meeting
April 18, 2015
10:00am
SAE Office 7393 Monterey Road
Gilroy, CA

Meeting called to order at 10:20 by Elaine Long.

Welcome

1. Roll Call/Quorum

Present: Elaine Long (President), Moira Casey (Vice President), Janine Mortan (Secretary), Diana Mugno (Member At-large), Marilyn Abad Cardinalli (Exec. Director and Member Ex Officio)*, Esparza-Johnson (Treasurer)*

Absent: Mark Masoni (Member At-large)

Quorum? Yes

Others Present: No

2. Public Comment

3. Additions/ Adjustments to Agenda

4. Approval of Minutes

AMENDMENT to 3.14.15 Minutes-
Estrella Esparza Johnson was absent during the March Board Meeting.

MOTION: Moira Casey motion to approve 3.14.15 minutes with above amendment.
Diana Mugno 2nds. Passed unanimously.

5. Treasurer's Report-

Marilyn gave a brief report for Estrella, Estrella added on when she arrived

A. Grants, Donations-Marilyn

- Marilyn is applying for a Wells Fargo grant.
- Marilyn will apply for a Target grant.

B. Expenses-Marilyn

- Finally paid Rosa Loayza, Serna Garden & Farms for porta-potties
- Two staff on payroll right now: Katie and Lecha

C. Current Balance-Marilyn

- \$14,494.32

D. Online Accounting-Estrella *Estrella arrived at 10:35

- Discussion about need to streamline accounting; possibly Quick Book.
- MOTION: Janine Mortan motions to have Estrella research Quick Book & report to us next month. Moira Casey 2nds. Passed

unanimously.

6. Executive Directors Report

A. Spring STAR Update-Marilyn

- Discussion about how Spring STAR is good PR for Summer sessions

B. Office and Lease-Marilyn

C. Report on Board (dot) Impact-(Silicon Valley Creates)- Marilyn & Elaine

- Board Happy Hours
- Silicon Valley has a strong base to draw money from
- We need to start thinking about who we are and who we should ask for money from. As a board keep your eyes open for grants and sponsors.

D. Summer Update:

Budget

- Marilyn went over working budget

Enrollment

- 14 enrolled in STAR Gilroy
- STAR Gilroy target is 40 participants
- None enrolled in STAR Video or STAR SJB
- Diana put STAR on KSBW community calendar and is looking into advertising at local movie theatres

Staffing: Payroll-CA ID

- Heartland payroll made a mistake and we were missing a CA ID
- Thank you Estrella for catching and addressing error
- Correction is in process

Insurance Premiums

- Coming up to be paid

Scripts

- Marilyn is in application process

E. Artistic Plan 5 Year-The DREAM (Master Class)

- Discussion about the need for an artistic plan
- Marilyn looked at Palo Alto Art Center Foundation & ZERO1 for inspiration
- Artistic Plan needs to encapsulate BIG DREAMS
- Dream Catcher Potluck June 13 at 4PM

F. Business Plan 5 Year-How are we going to get there?

- To be discussed after we solidify THE DREAM

G. Why STAR ARTS?

- **TASK: Each board member must send an “elevator speech” to Marilyn. 80% engagement; 20% pitch. DUE: Monday, April 21, 2015.**

7. Old Business

A. STAR SJB-Moira

- **TASK: Marilyn will send a follow up letter to superintendent. Moira will send Marilyn contact info.**
- Discussion about how ASJUSD is looking for a more process centered arts programing. This could be STAR!

B. Parent Volunteers-Diana

- Letter is ready to be included in an enrollment packet.
- When should this go home to parents?
- **TASK: Janine will post letter online for now.**

C. Intern-Leadership Program*(16 to 18 year-old)-Marilyn

- Marilyn gave an update about learning objectives and goals: help them build an artistic portfolio, build audition/interview skills
- Dates: concurrent with STAR program

D. Before and After Care

- No one has been hired
- Needs to be improved
- Need to hire a separate staff person
- *Marilyn had to leave at 12:06
- **MOTION:** Janine Mortan motions that we hire a separate staff person for before and after care. Estrella Esparza Johnson 2nds. Passed unanimously.

E. Lunch Program – cost and notification to parents-Elaine

- Office Manager for pick up and delivery?
- Possibly hire AB/PM care person could
- Needs more planning
- **MOTION:** Diana Mugno motions to scratch lunch program for summer 2015. Moira Casey 2nds. Passed unanimously.

F. Committee Updates and Work to Be Done-Janine

- Sponsorship Packet
- **MOTION:** Diana motions to have Janine move forward with sponsor packet and present to the board for approval next board meeting. Estrella Esparza Johnson 2nds. Passed unanimously.

F. Plan to set up and organize new office

- Katie and Dana need to organize phase two of move in
- Supplies need to be inventoried

8. New Business

- Discussion about wish list/shopping list
- Discussion about maintaining our goal to do outreach and scholarship
- Discussion about fundraising

9. Adjournment- Meeting adjourned at 12:41PM.

Next Meetings are scheduled for:

Saturday, May 9, 2015 10AM- Board Meeting

Saturday, June 13, 2015 4PM-Dream Catcher Potluck

Wednesday, June 17, 2015 5PM--Board Meeting