

STAR ARTS EDUCATION
Board Of Directors Meeting
Sunday, November 15, 2015
1:30a.m.- 4:00p.m.
SAE Office
7393 Monterey Road Gilroy, CA

Meeting called to order at 2:00PM by Elaine Long.

Welcome

1. Roll Call/Quorum

Present: Marilyn Abad Cardinalli (Exec. Director and Member Ex Officio), Elaine Long (President), Janine Mortan (Secretary), Moira Casey (Vice President)

Absent: Mark Masoni (Member At-large), Diana Mugno (Member At-large), Rachel Giacalone (Member At-large), Estrella Esparza-Johnson (Treasurer)

Quorum? No

Others Present: None

2. Public Comment: None

3. Adjustments to Agenda: None

4. Approval of Minutes: Tabled until next month when we have a quorum

5. Treasurer's Report: Tabled until next month when Estrella is present

- A. Expenses
- B. Current Balance
- C. Grants and Donations
 - a. Ask Javier for grant writing -Janine
- D. Consulting Account

6. Executive Director Report

- A. All Arts Connect fundraiser on November 21 at The District. SAE board members should go if able. Marilyn would like to support All Arts Connect, Jessaiah Baer, and The District.
- B. We made \$44.72 at the Pieology Fundraiser
- C. Marilyn submitted the compliance report form to Gilroy Rotary for the \$1,500 grant we used to pay for Annie Jr. royalties in summer 2015.
- D. Marilyn submitted application to Gilroy Rotary for a \$2,000 grant to pay for STAR Gilroy 2016 royalties and show materials.
- E. Holiday Fundraiser Goal: sell 100 tickets
- F. Holiday Fundraiser Tickets: Adults \$30, Kids 10 & under \$15 (tip and tax included)
- G. Holiday Fundraiser Menu: Brunch Buffet, No host bar
- H. Holiday Song Writing Workshop. 1 session leading up to Holiday Fundraiser. Saturday December 5, 10:30AM-2:30PM. \$20 tuition. Performance Saturday, December 12. Call time 9:00, Performance/Holiday Fundraiser 11:00AM-2:00PM. Workshop is dependent on Anita and/or Katie's availability.

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- I. Holiday Fundraiser Performers: STAR Kids, Duet by Miss Katie & Mr. Andy, Grant's Dance Crew, Sam Handelman will sing a solo
 - J. TASK: Marilyn will contact and confirm with Anita for Holiday Workshop.
 - K. TASK: Marilyn will contact and confirm with Katie and Grant to perform
 - L. TASK: Marilyn will contact Licha and/or Estrella to handle ticket sales and workshop registration.
 - M. TASK: Elaine will contact Old City Hall. When do we need a head count by?
 - N. TASK: Elaine will confirm with Sam as a performer
 - O. TASK: Janine will take care of publicity.
 - P. TASK: Board members will collect auction items, help promote the event, and sell tickets.
- 7. Committee Reports-Tabled until next month**
- A. Grants, Contracts, and Fundraising Committee
 - B. Finance Committee
 - C. Operations Committee –Estrella and Rachel
 - a. Job Description (for Policy and Procedures Handbook) -Janine
 - D. Programming & Curriculum Committee
 - E. 5 Year Plan Committee –Janine and Marilyn
- 8. Old Business**
- A. Holiday Fundraiser- **See Executive Directors Report Above**
 - a. Food –Elaine
 - b. Show and Tech Support –Marilyn
 - c. Publicity –Janine and Marilyn
 - d. Auction Donations –STAR Board Members
 - B. Policy and Procedures Handbook –Marilyn and Elaine- **Tabled until next month**
 - C. Paypal –Janine-**Tabled until next month**
- 9. New Business**
- 10. Adjournment:** Meeting adjourned at 4:00PM by Elaine Long.

Next Meeting is scheduled for: December 5, 2015 10:30 AM (STAR Office)