

STAR ARTS EDUCATION
Board Of Directors Meeting
July 8, 2015 @ 6:00pm
SAE Office 7393 Monterey Road
Gilroy, CA

Welcome

Meeting called to order at 6:14 by Elaine Long

1. Roll Call/Quorum

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

Absent: Mark Masoni (Member At-large)

Quorum? Yes

Others Present: Linda West, Anita Reyes, Javier Hurtado

2. Public Comment

Anita Reyes and Linda West introduced themselves.

3. Additions/ Adjustments to Agenda: None

4. Approval of Minutes

MOTION: Rachel Giacalone motions to approve 6.17.15 minutes. Janine Mortan seconds. Motion approved unanimously.

5. Treasurer's Report-Estrella

A. Grants, Donations

- San Benito Community Foundation still has grant funds available for this year.
- Discussion about social media crowd sourcing and need to draw support from our STAR alumni.
- Discussion about end of summer/fall fundraiser. Marilyn can host a small fundraiser at her house.

B. Expenses

- Same ongoing expenses.
- No new expenses.

C. Current Balance

- \$26,282.43

D. Quick Book

- Board reviewed information discussed last meeting re Quick Book
- www.quickbooksonline.com
- Estrella recommends we subscribe to the intermediate level.

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- **MOTION: Janine Mortan motions to adopt the intermediate level of Quick Book for 6 months and then to reassess at the end of 6 months. Moira Casey seconds. Passed unanimously.**

6. Executive Director Report

A. STAR Gilroy update:

1. Annie! Jr. progress- Javier Hurtado (Managing Director)
 - Javier gave an update on the production.
2. Ticket Sales: VIP, Brown Paper- Marilyn Abad-Cardinalli
 - VIP Table Sales will support STAR SJB Scholarships
3. Volunteers, Internships (Junior & Senior)
 - Discussion about progress and development of intern program.
4. Press Release- Javier
 - Press release highlights STAR Alumni working at STAR.

B. STAR-SJB

1. Enrollment
 - 13 kids are enrolled in STAR SJB
2. Scholarships
 - Discussion about STAR Scholarships and Private Scholarships for STAR. Tabled more in depth discussion of scholarship process.
3. Budget
 - Marilyn submitted a budget for STAR SJB
 - Total projected expenses \$4,350.00
 - Total projected income \$5,183.00
 - **MOTION: Rachel Giacalone motions to approve SJB Budget. Diana Mugno seconds. Passed unanimously.**

C. Brownell Partnership: Fall, Winter, Spring-

There was a discussion about a year round partnership with Brownell Middle School. Marilyn met with Greg Light about a providing afterschool and weekend enrichment/workshops at Brownell Middle School

1. Development Director/Project Manager
 - Anita Reyes has agreed to work for a nominal fee.
2. Teaching Artists
 - Discussion about how to transform STAR into a year round program and how to transform STAR Leaders into Teaching Artists.
3. Proposed Budget
 - Each seasonal program will cost approx. \$3,000-\$5,000

MOTION: Rachel Giacalone motions to approve a partnership with Brownell Middle School for the 2015-2016 school year. Moira Casey seconds. Passed unanimously.

7. Old Business

A. Parent Volunteers Report-Diana

- Discussion about needing to make volunteering opportunities more specific.

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- **TASK: Javier will email a sign up sheet for concessions, box office, house clean up, ushers, program folding.**

B. Grants & Fundraising

1. Janine and Elaine meeting with Lisa Bennett
 - Big Take away- we need a 5 year strategic plan
 - Board Work Day: Saturday, Aug 22 10-5 at STAR Office
2. Sponsorship Document-Mark- Tabled
3. STAR-B-Q in August- Tabled

C. Rack Card-Rachel

- \$48 for 250
- Rachel will order the cards

D. Downtown Business Association-Elaine

E. Update on our non-profit application-Marilyn

- Still in progress

8. New Business

A. New STAR Logo-

- STAR Intern, Sam Handelman is working on a new logo
- Board gave feedback and thinks logo should be used in the Annie program

B. STAR Arts Education: Year round Staffing Structure-Marilyn

Marilyn briefly shared her vision for how to structure STAR as a year round program. The board will continue to look at this when they meet to make STARs 5 year plan. Marilyn says, “at the end of 5 years we are going to have a wiz bang wow statement!”

9. Adjournment

MOTION: Elaine Long motions to adjourn. Diana Mugno seconds. Motion approved unanimously. Meeting adjourned at 8:28.

Next Meeting is scheduled for: Wed. Aug. 5, 6PM, STAR Office