

STAR ARTS EDUCATION
Board Of Directors Meeting
March 22, 2014
10:00am
Place: Gilroy Center For the Arts, Gilroy, CA

Board Members

Present: Javier Hurtado (President), Estrella Esparza-Johnson (Treasurer), Janine Mortan (Secretary), Moira Casey (Member At-large), Marilyn Abad Cardinali (Exec. Director and Member Ex Officio),

Absent: Elaine Long (Vice-President)

Quorum? Yes

Others Present

Rebeca Armendariz

Proceedings

1. Meeting called to order at 10:18 by President, Javier Hurtado.
2. Public Comment
Thursday, March 27 there will be a fundraiser at Platinum Theatre for CARAS and Voz de La Gente.
3. Add item 8.E Insurance additions and adjustments to today's agenda
MOTION: Janine Mortan motions to approve agenda. Estrella Esparza Johnson 2nds. Passed unanimously.
4. February 2, 2014 meeting minutes were approved.
MOTION: Janine Mortan motions to approve minutes. . Estrella Esparza Johnson 2nds. Passed unanimously.
5. Executive Director's Report
 - *STAR did not get the Intero Grant. They encouraged STAR to apply again when we have our own 501C3.*
 - *STAR was voted "Best Summer Camp Activity" by Out and About Magazine. Best winner logo will show up on all publicity now.*
 - *Dutchman's Pizza is providing pizza for Spring STAR and will be working with STAR to become an official sponsor. **TASK: Print Sponsor Packet.***
 - *Discussion about Spring STAR prices and Early Bird Specials for Summer STAR.*
 - *Discussion about facilities at Brownell Middle School. The venue has a nice outdoor space. It also has space for Cabaret seating for the show. There is a washer and dryer for costuming. ASB office will be used as STAR Staff Room. Friday office space for Barbara during the spring. City of Gilroy and Gilroy Unified has a reciprocal agreement for use of facilities. **TASK: Marilyn and***

Estrella will work together to complete Application and Permit for Use of School Facilities.

- *Discussion of other downtown places for possible use: The District*
- *Enrollment: just started. Six students enrolled in Spring STAR #1*
- *We need a refund policy. **TASK: Marilyn and Barbara will work on wording for a refund policy.***

6. Treasurer's Report

- *Discussion about STAR's new bank account at Wells Fargo. Estrella and Marilyn are on the account. **TASK: Estrella will add Barbara to the account.***
- *Discussion about streamlining how we pay for everything. **TASK: Estrella will work on the Accounting Policies and Procedures Manual and will submit to the board for approval at our next board meeting.***
- *Estrella is working on finalizing insurance and finance documentation.*
- **TASK: All board members need to turn in Board Application and Board Contribution by next meeting. Javier will email applications to all Board Members.**
- *Spring STAR Grant has funds for insurance.*

7. Old Business

- A. Articles of Incorporation
Javier and Moira will need to review and sign.
- B. Membership
Discussion about recruiting new Board Members.
- C. Sponsorship
Task: Barbara will complete formatting the sponsor packet and send it to each board member so they may begin looking for sponsors.
- D. Fundraisers
 - *There is a fundraiser at Dutchman's Pizza on Saturday, May 3 from approx. 3:30PM-8:00PM. There will be some sort of raffle and tuition will be sold at the event.*
 - *All Arts Connect has an event at Paines Restaurant in Hollister on April 5 at 8:00PM.*
 - *Estrella is working on setting up a fundraiser at YogArt.*
- E. Spring STAR Update
Spring STAR Staff has been hired.
- F. Summer STAR Update
We have 1 enrollments for summer STAR.

8. New Business

- A. Ultimate Creations Payroll Contracting
MOTION: Estrella Esparaza-Johnson motions to approve a temporary partnership with Ultimate Creations for payroll contracting for Spring STAR. Miora 2nds. Passed Unanimously.
- B. STAR Bank Account

- Discussion about considering a 2nd bank account for payroll.*
- C. City of Gilroy
Marilyn asks that the Board considers going to a Saturday Coffee meeting with Mayor Gage.
 - D. Board Recruitment
 - E. Insurance
Estella is working on getting insurance documents in line.
9. Meeting adjourned at 11:41 p.m.
Janine Mortan motions to adjourn meeting. Esterella Esparza Johnson 2nds.
Passed unanimously.
10. Minutes submitted by Secretary, Janine Mortan.
11. Next Meeting: April 26, 2014