

ACAF Board of Directors Meeting Minutes August 30, 2018

In attendance: Elizabeth Guffey, Keith McBride, Nancy Salmon, David Webster, Jane Bradley, John Albright, Betsy Roper, Tom Saliba, Maddy Vertenten, Ellen Ebert, Hannah Gathman
Not in attendance: Scott Miller, Sheila Nappi

Called to order at 7:15 pm

1. WELCOMES/INTRODUCTIONS
 - a. Welcome to new board members Tom Saliba and Mandy Vertenten. Tom and Maddy introduced themselves. Longtime board members and Keith introduced themselves.
 - b. Welcome to Hannah Gathman. Hannah introduced herself. Jane reported that members of the Board met with Hannah for an orientation session. Since that meeting, Keith has shown her key places in town and started making introductions to community groups. Elizabeth and Hannah met to go over virtual kiosk and plans for cultural catalog.
2. BOARD EXPANSION
 - a. Ellen moved to elect Sheila Nappi to ACAF Board. Betsy 2nd. All voted in favor. Sheila is our 11th Board member. John moved to elect Tom Dube to ACAF Board. Ellen 2nd. All were in favor. Tom is our 12th member.
 - b. Group reported on and discussed other potential Board members and other ways to make sure the full range of Freeport's arts and cultural sector are represented in ACAF's work. Consensus was to hold a few seats on the Board open for now in order to leave room for new people and so that there will be a natural rotation of Board terms.
 - c. Group discussed the need to establish the terms, rollover, handbook, expectations, etc., for the Board of Directors.
 - d. Group discussed the need for a committee structure to focus on key areas of our work and bring more voices into the conversation. David and Hannah will propose a committee structure at the September meeting.
 - e. Tom S suggested we establish an advisory committee where community members can opt in to be listed as a supporter while making no specific commitment to participate in ACAF's work.
3. CULTURAL INVENTORY/DATABASE

Elizabeth will map our existing contact data to the new database structure proposed in June, and then send that to the group.
Jane moved and group approved the formation of a cultural inventory committee. Nancy and Betsy volunteered to be on the committee; Elizabeth volunteered to chair the committee.
4. OFFICE SPACE

Hannah & Keith reported on their meetings and discussions with the managers of two potential shared office locations. They continue to work to find a good arrangement that serves Hannah's needs, supports ACAF's mission, and is affordable.
5. SPACE DEVELOPMENT COMMITTEE

Space Development Committee will have report at September meeting.
6. Approval of July minutes was tabled to September meeting.
7. Financial report tabled to September meeting.

Meeting adjourned: 9pm.

NEXT MEETING: Thursday, September 20, 7pm at Freeport High School Room 103.