



## **Compilation of Minutes for the Meetings of the Board of Directors**

The Monthly Board of Directors Meeting Minutes are included, with the following exceptions. Meetings were canceled for the months of June and November; there was no quorum for the months of April and August.

**American Canyon Arts Foundation**  
**Minutes of the 2015 Annual Membership Meeting**  
**LaStrada's Restaurant, January 11, 2015 – 7:00 p.m.**

**Members Present:** Bowlby, Francoise; Contreras, Tom; Fouts, Gloria; Hood, Ari; Johnson, Robert (+1); Joseph, Mark (+1); Keiser, Laura; Labaw, Roberta (+1); Lockette, Jennifer (+1); McNaughton, Jonette (+2); Nabrynski, Joe (+1); Shields, Joyce; Tennyson, Chris.

***A total of 13 members, including 4 as Family members, represented a quorum of over 14%. Under our By-Laws, this was sufficient to conduct the business items included in the notice, but nothing new from the floor.***

**Guests Present:** Mayor Leon Garcia (+1); Herb Ruffin (+1)

1. ***Opening Remarks.*** President Joseph welcomed the members and guests and made opening remarks. The Annual Report was distributed to the members present, and the new Logo was presented.
2. ***Election of new Board Members.*** Motion by Austin McNaughton, second by Jonette McNaughton, the following members were elected or re-elected to serve a three year term by unanimous vote:
  - a. Laura Keiser
  - b. Roberta Labaw
  - c. Francoise Bowlby
  - d. Lynn Dykstra
  - e. Jennifer Lockette
3. ***General Discussion regarding the future of the American Canyon Arts Foundation.*** Joseph led a discussion regarding the Foundation and in particular, the status of the Gallery and Art Center. There was a consensus that the Gallery and Boutique components did not work, but there was a split over whether to continue the classroom program or to put it on hold pending a more thorough review and analysis, including where it should be in the future. These comments would be considered by the Board at their annual retreat, scheduled for Sunday, January 25, 2015.
4. ***Adjourn:*** The meeting adjourned at 8:00 p.m.

*Minutes submitted by*  
*Mark Joseph, President, 2/5/2015*

**American Canyon Arts Foundation  
Minutes of the 2015 Board Retreat  
Fairfield Inn & Suites, American Canyon, January 25, 2015 – 8:30 a.m.**

**Board Members Present:** Mark Joseph, President; Chris Tennyson, Vice-President; Laura Keiser, Secretary/Treasurer; Ada Dempsey, Joey McNaughton, Lynn Dykstra, Ari Hood, Jonette McNaughton, Roberta Labaw, Robert Johnson, Jennifer Lockette, Directors

**Board Members Absent:** Francoise Bowlby, Gloria Fouts, Directors

**Members Present:** Nathell Buford

1. **Call To Order:** President Joseph called the meeting to order at 9:05 a.m. after breakfast.
2. **Election of Officers/Committee Chairs:** After discussion, there was a consensus that the following individuals would be the officers for 2015: Mark Joseph as President; Nathell Buford as Vice-President; Lynn Dykstra as Secretary/Treasurer; and Chris Tennyson would become the Immediate Past President. These individuals would also constitute the Executive Committee. The Board also selected the following Chairpersons. Marketing & Development: Ada Dempsey; Community Support: Laura Keiser; Member Services: Nathell Buford. Also, Nathell is Chair of the Art Extravaganza Event. **[Note: We will need to confirm these actions at the next board meeting, including the appointment of Nathell to fill an existing vacancy on the Board.]**
3. **Board Policy Review:** Due to a lack of time, it was agreed that we would review Board Policies over time at upcoming Board Meetings. In the meanwhile, Mark encouraged the Board members to review the policies and to bring their Board Manuals to Board meetings as a reference tool.
4. **Brainstorming:** There was general discussion about the status of the Foundation, and a discussion about the latest changes at the Gallery; that it was now a separate enterprise called Artistic Expressions Center. Three members are assuming responsibility for the rent and operations (Laura, Jonette and Pam Jones).
5. **Developing the Two Year Work Plan:** We discussed a number of ideas as it relates to the four main areas (Governance; Member Services; Community Support; and Marketing). The attached summary reflects the ideas agreed upon as well as some additional ideas that are planned for the upcoming year (they are shown in *italics*).
6. **Napa County Grant status:** We also talked about the Marketing Grant we received from the County. Mark reported that he had talked to Heather Piazza of Piazza Marketing Concepts. He recommended that she handle the marketing plan and resource guide component of the Grant, instead of Terry Hall of Think. FastSigns would still do their contract, which was to refresh the Logo (completed) and print brochures postcards and other stationery. Heather was tentatively going to be at the February board meeting to meet with the Board and start the process of collecting information on the Foundation. There was discussion about this contract and the role of the Marketing Committee. The consensus was that Ada as Chair; and Lynn, Jennifer and Mark as committee members, would work out the details and report back to the Board next month.
7. **Adjourn:** The meeting adjourned at 12:05 p.m.

*Minutes submitted by  
Mark Joseph, President, 2/6/2015*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – February 10, 2015**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:05 p.m.

1. **Board Members Present:** Mark Joseph, President; Nathell Buford, V/President; Lynn Dykstra, Secretary/Treasurer; Ada Dempsey, Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, Laura Keiser, Françoise Bowlby, Roberta Labaw, and Jennifer Lockette, Directors.  
**Board Members Absent:** Chris Tennyson, Immediate Past President; Gloria Fouts, Director  
**Members/Guests Present:** Heather Piazza, Piazza Marketing Concepts
2. **Board Member Comments** – Mark announced that the County wide Poetry Out Loud contest would be held Wednesday, February 11 at 6:30 p.m. at the new Community Art Center (Lucky Penny) in Napa. He also noted that he would send a sympathy card to Jeanette McCree-Goudeau on behalf of the Foundation.
3. **Member Comments** – None.

**CONSENT CALENDAR** *On motion by Laura, seconded by Lynn, the consent calendar was approved.*

1. Approve Minutes for December 9, 2014 Board meeting; January 11, 2015 Annual Membership Meeting; and January 25, 2015 Board Retreat meeting.
2. Approve Financial Reports for January 2015.
3. Receive and File President's Report for December 2014 and January 2015.
4. Motion to appoint Nathell Buford to fill an existing vacancy on the Board whose terms expires December 31, 2015.
5. Approve Resolution No. 2015-01 appointing board officers for 2015 and authorizing signers for the Foundation's bank accounts.

#### **COMMITTEE REPORTS**

1. Mark briefly summarized the status of the 23<sup>rd</sup> Annual Art Extravaganza show.
2. The Board agreed that we would authorize up to \$200 for the Annual Chalk Art Contest and that we would authorize a \$500 Student Scholarship for the High School.

#### **BUSINESS CALENDAR**

1. **Ratiofy consultant agreement for the Marketing Plan and Resource Guide.** There was considerable discussion over this matter. In the end, it was agreed that we should use Piazza Marketing Concepts to complete the marketing plan and resource guide; but that we could not agree on the approach for the remaining \$1000. This decision would be deferred until later. **On motion by Robert, seconded by Laura, motion carried to hire Piazza Marketing Concepts for an amount not to exceed \$4000.**
2. **General Discussion regarding the marketing plan.** Heather Piazza arrived to kick off the contract and talk about our potential competitors and target markets. However, most of the discussion centered around Ms. Piazza's qualifications. It was agreed that we would need a special meeting to go over the "big picture" issues associated with our brand, our mission and who we are trying to reach.
3. **Review and approve changes to the Directors and Officers Insurance.** Mark reported that he had received and completed an application from Brian Farmer but had not yet turned it in. He also reported that there is an online organization—Nonprofits Insurance Alliance Group—that offers a \$600 flat rate policy for nonprofits without employees. This included the broker's commission. Mark indicated that we should make sure that we don't pay much more than the \$600, and that the Foundation should cover that cost, rather than each board member paying a share.

4. **Adopt a two year work plan.** Mark reviewed the summarized list of projects by committee that was developed at the board retreat. He noted that a few items were added and he reviewed them. ***On motion by Lynn, seconded by Nathell, the Board adopted the 2015-16 Two Year Work Plan.***
5. **Selection of 2015 Community Recognition Ball Volunteers.** Mark reported that the deadline was Friday, March 13, so we could think about people for now and take action at the next meeting.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

1. **Collect Conflict of Interest Forms from board members.** Members filled out and turned in their annual forms. Mark would follow up with any board members that did not turn them in, such as the two absent directors.
2. **Revisit Art in Public Places program.** Mark reported that a Brent Beck had contacted him about hanging art at City Hall. Mark wanted to discuss this issue at a later meeting. We already have a policy in place and it is just a matter of how aggressive we want to be about implementing it.

***The meeting adjourned at 8:50 p.m.***

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes –March 10, 2015**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:08 p.m. at Artistic Expressions Center, 3441 Broadway St. American Canyon

1. **Board Members Present:** Mark Joseph, President; Nathell Buford, Vice-President; Lynn Dykstra, Secretary/Treasurer (via phone); Chris Tennyson, Ada Dempsey, Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, Roberta Labaw, Jennifer Lockette, Directors  
**Board Members Absent:** Gloria Fouts, Laura Keiser, Francoise Bowlby, Directors  
**Members/Guests Present:** Fred Morse, Member
2. **Board Member Comments** – None.
3. **Member Comments** – None.

**CONSENT CALENDAR** *On motion by Joey, seconded by Robert, the consent calendar was approved.*

1. Approve Meeting Minutes for February 10, 2015.
2. Approve Financial Reports for February 2015.
3. Receive and File President's Report for February 2015.

**COMMITTEE REPORTS**

1. Art Extravaganza/Arts in April: The Board discussed the latest developments and agreed to extend the deadline for entries; that we may have some artwork for exhibition and sale only (not to be judged); and that we might provide some baked goods to assist at the Reception (Fred Morse offered to bake cookies). Promoting the events on Next Door was suggested.
2. Chalk Art Contest: The Board agreed to produce new signs designating the different age groups for the drawing areas; that we would need prizes for both the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place winners and something for all the contestants; and that we would need to have a certificate or award for the winners. Roberta would be in charge.
3. High School Scholarship: The Board agreed to participate at the \$500 level as in prior years, but the consensus was that we would add a new condition: preference given to low income students, if all other factors were equal. Mark would prepare the application.
4. 4<sup>th</sup> of July Poster Contest: Mark noted we missed the deadline and recommend extending it.

**BUSINESS CALENDAR**

1. Update on D&O Insurance: Mark reported that Brian Farmer had qualified to be the broker for the online insurance, which was less expensive than what he originally offered. We hoped to have this wrapped up by the end of the month.
2. Give Direction on our Art In Public Places policy: Mark noted that our current policy is adequate, but the Board direction in the past was that we didn't have the resources to promote this. However, a new member, Brenton Beck, was interested and wanted to hang his art at City Hall. The Board consensus was to start small (possibly City Hall and Umpqua Bank, and maybe the 3 hotels), and ask Brenton to work with us on this project.
3. Organizational Award winner for 2015 Volunteer Recognition Ball: There was discussion about who to select, but in the end, the Board decided not to participate this year.

4. Update on Marketing Grant: Mark reported the consultant, Piazza Marketing Concepts, only had enough time to complete phase one for \$2500; the balance of that portion of the grant (\$2500) be returned to the County. There was discussion about why we could not use all of the money, mainly due to the County's restrictions. Mark recommended we do not consider another grant from the County at this time.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

None.

***The meeting adjourned at 8:30 p.m.***

*Minutes Submitted by*  
*Mark Joseph, President 4/12/15.*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes –May 12, 2015**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:40 p.m. at Artistic Expressions Center, 3441 Broadway St. American Canyon

1. **Board Members Present:** Mark Joseph, President; Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, Roberta Labaw, Jennifer Lockette, Directors  
**Board Members Absent:** Nathell Buford, Vice-President; Lynn Dykstra, Secretary/Treasurer; Gloria Fouts, Françoise Bowlby, Ada Dempsey, Chris Tennyson, Directors  
**Members/Guests Present:** Belinda Lang, member
2. **Board Member Comments** – Mark reported that he just learned that Laura Keiser was resigning from the Board. Roberta felt the Chalk Art Contest was a success, and that Jennifer had donated most of the prizes. The Board agreed to reimburse Roberta for approximately \$125 in supplies, which was half of the \$250 authorized.
3. **Member Comments** – See Other Business below.

**CONSENT CALENDAR** *On motion by Joey, seconded by Robert, the consent calendar was approved.*

1. Approve Meeting Minutes for March 10, 2015 (No quorum for the April meeting).
2. Approve Financial Reports for April 2015.
3. Receive and File President's Report for April 2015.

**COMMITTEE REPORTS**

1. Community Support
  - a. *High School Scholarship* Presentation: Mark announced that the High School's annual Scholarship Ceremony would be Wednesday, May 21, starting at 6:30.
  - b. *Fourth of July*: Mark said he would follow up with Karina regarding the Poster Contest, which we have not been able to devote much time to. In addition, we agreed to rent a booth for the Fourth, and promote any Foundation projects and memberships. It was also suggested that we have an iPad or tablet with a slideshow of Foundation Photos and artwork.
2. Member Services:
  - a. *Plein Air Event, June 7*: Mark reported that Rolando and the Watson Ranch developers have agreed that the Plein Air workshop would be held Sunday, June 7, from 2-6 pm. Comments were received relating to the Flyer produced and Mark said he would set up an online sign-up/PayPal arrangement. Jonette said that she had 8-9 people already.
  - b. *Penelope Moore's "People's Choice" Show*: The consensus was that it would be scheduled for July or August, and probably at the Umpqua Bank. We could hold a reception for her and then leave the exhibit up during the month.
  - c. *Member's Only Show*: This was suggested to complement the Art Extravaganza, which is now a juried show. This event would be for Member's Only (although it could also serve as a membership drive as well), but we should limit it to 2-3 entries per artist. There was discussion on whether that was a good idea, since it would limit our entry fees. The idea was to hold this event in September or August, so it was important to start planning now. Robert offered to help for set up. Possible locations were suggested, particularly at Double Tree, since there was ample space, with a no-host bar available and we could use their catering staff for hors d'oeuvres.



**BUSINESS CALENDAR**

1. Marketing Grant and New Marketing Guidelines: Mark reviewed the final document prepared by Piazza Marketing Concepts and updated the Board on all the new marketing equipment and materials we purchased from FastSigns, using the grant proceeds. He noted that we are already using the letterhead and color scheme in our newsletter and correspondence.
2. Governance Issues: There wasn't enough time to address these issues, so they were continued.
3. Consider a donation towards the Nepal Earthquake Relief: This had been suggested by Nathell, and the Board agreed to donate \$100.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

1. Future meeting sites: The library was suggested, although it might not be open as late as our meetings go. It was also suggested to contact Rozalind Johnson at Ethnic Notions.
2. Make-A-Wish: Member Belinda Lang talked about this annual fund raiser at the Pittsburgh Yacht Club. It will be held on October 3. For \$45 you get an all-day pass and a cruise on the Delta; for \$25 you get the pass without the cruise. There is food, art, music and other activities.

***The meeting adjourned at 9:00 p.m.***

*Minutes Submitted by  
Mark Joseph, President 5/23/15.*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – July 14, 2015**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:13 p.m. at Ethnic Notions, Canyon Plaza.

1. **Board Members Present:** Mark Joseph, President, Lynn Dykstra, Secretary/Treasurer, Gloria Fouts, Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, Roberta Labaw, Directors  
**Board Members Absent:** Nathell Buford, Vice-President, Chris Tennyson, Past President, Ada Dempsey, Françoise Bowlby, Jennifer Lockette, Directors  
**Members/Guests Present:** Rozalind Johnson
2. **Board Member Comments** – Jonette noted that she needed to be reimbursed for the cost of disposing the old White Partitions built by John Wankum, many years ago.
3. **Member Comments** – None.

**CONSENT CALENDAR** *On motion by Jonette, seconded by Lynn, the consent calendar was approved.*

1. Approve Meeting Minutes for May 12, 2015.
2. Approve Financial Reports for May and June 2015.
3. Receive and File President's Report for May and June 2015.

**COMMITTEE REPORTS**

1. **Member Services:** We discussed the Members Only Art Show and the consensus was to hold off for now, due to a lack of available volunteers. However, we would pursue a Sponsor's Reception around Christmas time. Mark reported that the Gym was not available for a Crafts Show/Sale this December, so we should wait for 2016. There was discussion about holding a reception for Penelope Moore, our 2015 People's Choice winner; and a reminder that we need to support Belinda Lang's Make a Wish fund raiser in Pittsburgh CA.

**BUSINESS CALENDAR**

1. **Consider Support for a Multi-Cultural Event on October 10:** Mark reported that Arvind Nischal was planning a multi-cultural event at the Gym on Saturday, October 10. He was looking for our help. The Board agreed that we should support and promote his project, but we could not offer any financial support at this time.
2. **Consider a fund raising proposal for the City's 911 Memorial:** Mark discussed the status of the 911 Memorial statute planned for the Public Safety building (Police & Fire Station). He proposed that the Board allocate \$500 and challenge our membership to match that for a total of \$1000. Mark noted he planned to ask other community groups for a like amount. The Board was reluctant to commit to a dollar amount, and needed more information. After some discussion, the consensus was to send an appeal to the membership to donate to this effort, and then the Board would consider making a contribution to round up to the \$1000 (or some lesser amount, depending upon the donations received). Mark and Lynn would work on the email or other appeal.
3. **Discuss Strategic Options for the Foundation:** Mark noted that we needed to reconsider our options, since we are back to where we were some 4 years ago (enough money to hang on, but not enough money to do anything). He threw out some options, including rebuilding the Foundation or partnering with another community organization. The Board did not want to consider a partnership for now, so we decided to revisit our business plan, since it was based on a gallery that we no longer operated. Mark noted that this might take the next 2-3 board meetings to work out.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

1. Future meeting locations: Mark said he would check with the local library to see about using their public meeting room. We might have to change our board meeting dates to Wednesdays, since the library is open later on Wednesday's. The Board also thanked Rozalind for letting us use her building for our meeting.

***The meeting adjourned at 8:30 p.m.***

*Minutes submitted by*  
*Mark Joseph, President*  
*August 9, 2015*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – September 8, 2015**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:40 p.m. at the American Canyon Public Library Meeting Room.

1. **Board Members Present:** Mark Joseph, President; Lynn Dykstra, Secretary/Treasurer; Gloria Fouts, Jonette McNaughton, Ari Hood, Robert Johnson, Roberta Labaw, Jennifer Lockette, Directors  
**Board Members Absent:** Nathell Buford, Vice-President; Chris Tennyson, Ada Dempsey, Joey McNaughton, Francoise Bowlby, Directors  
**Members/Guests Present:** None
2. **Board Member Comments** – None.
3. **Member Comments** – None.

**CONSENT CALENDAR** *On motion by Roberta, seconded by Robert, the consent calendar was approved.*

1. Approve Meeting Minutes for July 14, 2015
2. Approve Financial Reports for July and August 2015
3. Receive and File President's Reports for July and August 2015

**COMMITTEE REPORTS**

1. **Marketing & Development:** Mark discussed the need to initiate our annual sponsorship drive and then our membership renewal drives. Lynn and Mark will work on this.
2. **Member Services:** Several suggestions were made, including car pools to the new Solano Mall Gallery (in which our member artists are showing) or to see our members in other shows, such as Carolyn Patricia Scott's One Woman Show in SF (and also at Ethnic Notions in town).

**BUSINESS CALENDAR**

1. **Multi-Cultural Event:** Mark reported that the Flyer is out and we need to help promote it. It will be Saturday, October 10, from 4-7pm at the Community Gym. This is a free event.
2. **9/11 Memorial Fund:** Mark reported that the flyer is out and on our website. We have raised \$100 to date (thank you Bonnie Waxman), and that this will be the first major piece of artwork that the community is raising money to purchase. [Subsequently, Jonette contributed another \$90 towards this effort—Thank You Jonette!]
3. **Public Art Workshop:** Mark announced that the Public Art Committee has met again and that this topic is back for discussion by the City. The City will hold a public workshop to get input and that the Foundation will be a part of this effort. We may also be asked to help provide arts and crafts help for any small children that may attend with their parents. Mark said he would contact Debbie Hodges once a date has been set for the public workshop.
4. **Governance Issues:**
  - a. **Board Recruitment/Term Limits:** Mark recommended that we consider modifying our By-Laws to limit the Board member terms to two (for a total of six years). This would help avoid burnout and also increase new ideas and approaches. The Board reviewed the status of some of the Board members that have missed a number of meetings. The Board also talked about prospective *new* Board members. No action was taken.
  - b. **Calendar of Events:** Mark reviewed the proposed Calendar of Events that the Executive Committee had recommended. The board was generally supportive, although there was a concern that we may not be able to support a Crafts Sale in December, especially if Napa and Vallejo are also doing their own. The calendar would not be exclusive; that

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is, we would still put on workshops, receptions, etc. throughout the year. These items, however, would be our primary events. ***On motion by Lynn and second by Ari, the Board approved the Calendar.***

- c. *Financial Plan:* There was no discussion of this item.
- d. *Special Membership Meeting:* There was no discussion of this item, other than to acknowledge that we would need a special meeting if we wanted to amend the By-Laws.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

None.

***The meeting adjourned at 8:50 pm.***

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes –October 13, 2015**

**CALL TO ORDER:** *President Joseph called the meeting to order at 7:15 p.m. at the American Canyon Library, Public Meeting Room.*

1. **Board Members Present:** Mark Joseph, President; Gloria Fouts, Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, Roberta Labaw, Jennifer Lockette, Directors  
**Board Members Absent:** Nathell Buford, Vice-President; Lynn Dykstra, Secretary/Treasurer; Chris Tennyson, Ada Dempsey, Francoise Bowlby, Directors  
**Members/Guests Present:** None
2. **Board Member Comments** – None.
3. **Member Comments** – None.

**CONSENT CALENDAR** *On motion by Jonette, seconded by Robert, the consent calendar was approved.*

1. Approve Meeting Minutes for September 8, 2015
2. Approve Financial Reports for September 2015
3. Receive and File President's Report for September 2015

**COMMITTEE REPORTS**

1. **Member Services**
  - a. Janice Peterson Art Show & Reception: Mark reported that we and Umpqua Bank were hosting a show and reception at Umpqua Bank, on October 30 from 6:30 to 8:30 p.m. We were trying to find a winery that would offer a complimentary pour and Umpqua Bank could provide the appetizers. Flyers are being distributed, including one in the packet.
  - b. Prospective Art Show for Katherine Griffin: Mark also reported that we were working with member Giffin to find a site for a show of her photography relating to the fires in Lake County.
  - c. Temporary Installation at the Wetlands: Mark also noted that Nathell and he had attended a special events meeting with the City. We are looking at possibly two events at the Wetlands in February and one in April. Part of the Foundation's contribution would be to work with Napa Valley College student artists to develop artworks using the materials available on site.
  - d. Expand our Art in Public Places program: Mark reported that we are working well with Umpqua Bank and the new Welcome Center in terms of providing artist members with a place to show their art. We can add City Hall and possibly local hotels to that list. Mark will try to find some artist members interested in working on this project. The paperwork and process is already in place.
2. **Community Support**
  - a. Window Art project: Mark announced that Nathell was working with the High School and Canyon Plaza on a window painting project.
3. **Marketing & Development**
  - a. Sponsorship & Membership Drives: Mark reported that the new sponsorship letter has been prepared and he is working with Brenda Knight on her "Jazz in the Park" sponsors. We also need to work on our membership renewal process.
  - b. Social Media updates: Mark announced he has established a "handle" for Twitter and Instagram for the Foundation, along with our FaceBook page. He is looking for someone more familiar with these programs to maintain them.

## **BUSINESS CALENDAR**

### **1. Governance**

- a. Term Limits for Board Members: After discussion, the Board agreed to propose an amendment to the By-Laws, limiting Board member terms to two years per term and to two terms per Director, or a total of four years total. After a year, a member could return to the Board, if they so choose. This would give long-term Board members a chance to focus on their artwork (or life in general!), and also provide new ideas and programs. Now that we have a lot of the governance components in place (Policy Manual, Agenda Templates, website with archives, etc.) we should be able to start rotating Board members. ***On motion by Robert, second by Jonette, the Board approved recommending to the Membership an amendment to the By-Laws.***
- b. Annual Membership Meeting: There was general discussion about holding the annual meeting at Mi Zacatecas, since they had a separate meeting room, and they are in town. Mark said he would check on the availability and costs.

## **OTHER BUSINESS/FUTURE AGENDA ITEMS**

None.

***The meeting adjourned at 8:00 p.m.***

*Minutes submitted by*  
*Mark Joseph, 10/23/2015*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – December 8, 2015**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:05 p.m. at the American Canyon Branch of the Napa County Library, Public Meeting Room

1. **Board Members Present:** Mark Joseph, President, Gloria Fouts, Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, and Roberta Labaw, Directors  
**Board Members Absent:** Lynn Dykstra, Secretary/Treasurer; Chris Tennyson, Ada Dempsey, Francoise Bowlby, and Jennifer Lockette, Directors.  
**Members/Guests Present:** None
2. **Board Member Comments** – Mark reported that Nathell wanted to remain active in Foundation matters, but not on the Board. He also noted that Jennifer Lockette had received “People’s Choice” award for the recent Fairfield Juried Art Show.
3. **Member Comments** – None.

**CONSENT CALENDAR** *On motion by Jonette, seconded by Ari, the consent calendar was approved.*

1. Approve Meeting Minutes for October 13, 2015 (No meeting in November)
2. Approve Financial Reports for November 2015
3. Receive and File President’s Report for October-November 2015

**COMMITTEE REPORTS**

1. **Member Services** – January Show with Katherine Griffin (Valley Fire Photo Exhibit). Mark noted that Katherine had made arrangements at Umpqua Bank to exhibit her Valley Fire photos, from January 4-29, and a reception would be held on Friday, January 22. There would be a tip jar or some other arrangement to raise money for the “four legged victims” of the Fires.
2. **Marketing & Development** – Mark reported that Membership Renewals need to go out and that we would be mailing info to existing and potential members. He asked for Board members to help with stuffing envelopes and calling members.

**BUSINESS CALENDAR**

1. **Arts in April** – Mark reported that we had put in for 3 events: the Art Extravaganza Show at Jamieson Ranch; the Guest Artist (Lynn Dykstra, talking about her experience in Washington DC); and a Tour at the Town Center.
2. **Annual Dinner Meeting** – The Board agreed that Mi Zacatecas was a good choice, since it was slightly less expensive (\$25 vs. \$30); was in town and also had a nice setup. The Board decided we should keep the price at \$30/person. There was discussion about the menu, and Roberta, Jonette and Gloria agreed to help.
3. **Board Retreat** – The Board agreed that the Fairfield Inn was a good location and selected Sunday, January 31, from 8:30 to noon, as the date and location. The main theme would be how to keep our membership engaged.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

1. Gloria talked about working with the Master Gardeners on the art of floral arrangements.

***The meeting adjourned at 8:20 p.m.***

*Minutes prepared by  
Mark Joseph, 1/24/2016*