

American Canyon Arts Foundation
Annual Membership Meeting Minutes – January 30, 2022

CALL TO ORDER: After dinner at Mi Zacatecas Family Restaurant, President Patti Krueger called the meeting to order at 6:07pm.

Members Present: Patti Krueger, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Clarence Mamaril, Joe McNaughton, Jana Mielle (via zoom), Directors; Francoise Bowlby, Gloria Fouts, Brenda Knight, Members.

Guests Present: Jaime Butler, ACHS Choir Director; Adam Musto, ACHS Ceramics Teacher

With a 2021 membership of 50 members, the minimum number of members to conduct business is 5. With 9 members present, a quorum was present.

BUSINESS MEETING:

1. President Patti Krueger welcomed the members and guests present and recognized the ongoing challenges with Covid-19. Not only did it negatively impact our programming and fund-raising efforts, it also made the governance of the Foundation more difficult. However, we had good luck in soliciting grant funds. A \$5000 grant from CalNonprofits, can be used to offset our operating costs, such as rent and insurance. We also received a \$2500 grant from Arts Council Napa Valley (ACNV) to produce a Hispanic Heritage Celebration. Thanks to new Board Member, Clarence Mamaril and NVC Student, Dakota Lim, we also received an ACNV grant to host an art and music event at the High School.

The Pumpkin Path was clearly our most successful event, with twice as many pumpkins painted and put on display (a total of 362 pumpkins). We also started a new Music Service in partnership with the City. Specifically, we cover the insurance requirements for musicians that would be contracted by the City to perform at City Events. We charge a small service fee to the City and there is less paperwork for the musicians. We also continued offering scholarships to graduating Seniors who want to pursue a career in the Arts, broadly defined. Our Art Show at the Welcome Center will continue, with more of a focus on student art.

In closing, Patti noted she is stepping down from the role of President (although she will stay on the Board), due to a variety of reasons, not the least of which because she wants to pursue her own artistic endeavors.

2. Secretary/Treasurer Mark Joseph give a summary of the Foundation's Finances, noting we have more cash on hand than ever (\$28,742). Most of this was the result of the grants noted above. He also summarized some of the other findings that are included in the Annual Report. The Report was given to the members present and will be posted on the Foundation's website, so everyone can download and review it. On behalf of the Board, Mark also presented outgoing President, Patti Krueger, with a Certificate of Appreciation for her service as President.
3. **As Secretary, Mark also announced the slate of returning Board Members. The candidates are Patti Krueger, Jonette McNaughton, Mark Joseph, Clarence Mamaril, Joe McNaughton, Jana Mielle, Mimi Espanol and Roberta Labaw. *On a motion by Patti Krueger and seconded by Joe***

McNaughton, the Board members were elected unanimously by the membership. Mark also reported we also wanted to select our Officers for the upcoming year. They are Clarence Mamaril as President; Jonette McNaughton would continue as Vice-President; and Mark Joseph would continue as Secretary/Treasurer. **On a motion by Patti Krueger and seconded by Jonette McNaughton, the officers were selected unanimously by the membership.**

4. Incoming President, Clarence Mamaril, thanked the membership for their vote of confidence. He emphasized that he would like to see the same diversity in art as there is diversity in our community. He looks forward to developing musical and artistic programming throughout the year and in various locations.

GENERAL PROGRAM:

1. **ACHS Speakers:** Our invited guests discussed the current state of the Arts at the American Canyon High School. Participation in Visual and Performing Arts has dropped from 70-80% of the student body down to roughly 20%, largely because of the elimination of a seventh period. This in turn was due to declining enrollments and reduced school funding. **Jaime Butler** noted students may need to meet before school to participate; and being able to use School Sports in lieu of PE, thereby freeing up a potential elective period. He also noted letting the community know about the situation, could also help. And the Foundation's fund-raising efforts would be great, especially in supplementing their operating supplies budget. Mr. Butler also noted that we need to work with our Middle Schoolers as well, since they are the future artists. **Adam Musto** talked about the challenges in his program, including the need for more supplies (clay in particular) as well as funds to maintain the kilns and other specialized equipment. Mr. Musto also congratulated the Foundation for continuing their efforts, even after they closed the Gallery several years back. They both looked forward to the Foundation's grant for the High School and we discussed the value of a partnership: financial and community support for the Arts at the High School; and future ACAF members and Community Service hours for us.
2. **Juneteenth Event:** Brenda Knight discussed her plans for the first-ever Juneteenth Festival in American Canyon. She reviewed the history of this event, in which slaves in Texas were notified of the Emancipation Proclamation on June 19, 1865, over two years after it had been announced. Her goal was to provide a variety of African American music, as well as speakers to discuss the background and context of that music. She also planned to have the descendants of famous Civil Rights leaders be part of the presentation. The program would be held at the Main Street Park on Sunday, June 19, 2022.

Her request to the Board was to be the fiscal sponsor for the program. This would allow her to solicit donations to pay for the program. She also suggested ways in which the Foundation could make some money from this, since she did not feel she would have enough to provide a portion of her proceeds to give back to the Foundation, as she has done in the past. **On a motion by Mark Joseph and seconded by Jonette McNaughton, the membership unanimously agreed to partner with Brenda Knight Events for the Juneteenth Festival.**

The meeting adjourned at 7:20pm.

*Minutes submitted by
Mark Joseph, Secretary/Treasurer*

American Canyon Arts Foundation
Board of Directors Meeting Minutes – January 11, 2022

CALL TO ORDER: President Krueger called the meeting to order at 7:10pm, at the Chamber of Commerce Welcome Center (3860 Broadway, Ste. 103, American Canyon CA). A quorum was present.

1. **Board Members Present:** Patti Krueger, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Clarence Mamaril, Jana Olano (via zoom), Mimi Espanol (via zoom), Directors
Board Members Absent: None
Members/Guests Present: None
2. **Board Member Comments** – Clarence announced we have a new Parks & Recreation Director for the City, Ally Ikeda.
3. **Member Comments** – None.

CONSENT CALENDAR

1. The Agenda wasn't distributed; the Minutes and Financials were continued to the next meeting.

COMMITTEE REPORTS

1. **Project Updates:** Clarence reported that we received a \$2500 grant from Arts Council Napa Valley, to produce an art and music event at the American Canyon High School. Funds need to be expended and the final report prepared by February 2023. We haven't heard from the CalVenue Grant, and probably won't for a while. Patti reported that the contractor is having personal problems and hasn't been able to work on our frame. She is looking for alternatives. As for the Welcome Center, even though we planned on discontinuing the program, the Chamber has asked that we keep it. Jonette offered to run it and we would focus on Student Artists. Mimi suggested we contact Mr. Steven Pult-Vega, the ACHS Art Teacher.

BUSINESS CALENDAR

1. **Annual Membership Dinner Meeting:** We discussed the details of the event. It will be held at Mi Zacatecas Restaurant, Sunday, January 30 at 5pm (dinner) and Meeting at 6pm. Mark will electronically send out the Membership Renewal and Meeting notice (and mail the handful of members without an email). The business section will be fairly routine: the President will make a verbal report on our progress; the Treasurer will give a financial summary; and we will elect Board Members. The Annual Report will be handed out. One change for this meeting is we will formally elect Board officers—Patti is passing the torch to Clarence! Jonette and Mark will stay on in their current roles.
Program: After the Business meeting, we will invite ACHS Art Instructors (in particular, Jaime Butler, the Choir Director) to speak to the membership. The general topic is how to improve our relationship with the High School.
2. **Board Retreat Recap:** The agenda included Patti's summary of the meeting. The Board felt the retreat went very well.
3. **Chamber of Commerce Dues:** After discussion, Mark moved and Patti seconded, a motion to approve paying the \$350 membership dues for the Chamber of Commerce. The motion passed.

OTHER BUSINESS/FUTURE AGENDA ITEMS

1. Board consensus to donate 2 art pieces to Kiwanis as auction items for their Crab Feed.

The meeting adjourned at 8:27pm.

*Minutes submitted by Mark Joseph
February 7, 2022*

American Canyon Arts Foundation
Board Retreat Meeting Minutes – January 8, 2022

CALL TO ORDER: President Patti Krueger called the meeting to order at 11:12am. The meeting was held in person at the Chamber of Commerce Offices (3860 Broadway, Ste. 103). A quorum was present.

Board Members Present: Patti Krueger, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton and Clarence Mamaril, Directors

Board Members Absent: Jana Olano, Mimi Espanol, Directors

Members/Guests Present: None

BUSINESS CALENDAR

1. President Krueger opened the meeting and handled basic housekeeping issues, including a pizza order for lunch. The meeting was open-ended, and these minutes reflect a summary of the Board's consensus.
2. ***The two primary themes for the upcoming year are building an alliance with the High School and focusing on outdoor activities, particularly music and art.*** Other themes included ACAF should become a "Hub for all things Art;" that we need to become more "Commanders and Generals and not Foot Soldiers anymore"; and that we "need to focus on the Artist."
3. **ACHS Alliance:** Several concepts and programs were discussed, some of which are current, and some are new:
 - Solicit grants to provide needed art supplies and materials for the school
 - Work with all parent/art groups (eg., Choir, Drama, Band, Art, etc.) and the Student Art Club; develop fund raisers that support the Visual and Performing Arts (VAPA)
 - Continue offering Scholarships based on a student's interest in a career in the arts.
 - Link with specific instructors (Jaime Butler, Summer Heart, others)
 - Establish an honorary Board position for a ACHS student
4. **Outdoor Activities:**
 - **Visual Artists:** Organize plein air events at the Wetlands, the Ruins, Benicia, etc. (free to members; nominal fee for non-members)
 - **Musical venues:** Wetlands Edge Park; Napa Junction Shopping Center (Music at the Junction); Canyon Plaza (Music at the Plaza); maybe a "Porchfest" concept of music at local participating shopping centers.
 - **Meet Me in the Street:** At a minimum, use the monthly festival to host our Hispanic Heritage Celebration; other Arts & Culture programs could be provided, based on funding. We could also host a booth for member artists and crafts people, including possible sales. We might also link with ACHS and host short performances by the Drama class, musical groups, etc.
 - **Earth Day/AmCan By the Bay:** If it is going to be offered this year.
 - **Fourth of July:** Booth rental and/or just contract the music for the event (like in 2021)
 - **City's 30th Birthday Celebration**
 - **Pumpkin Path project**
5. **Prior Commitments need to continue:** Complete the Mosaic project; keep the website and social media current. One exception is our offer to paint the AC Post Office (because the Post Office refused our offer!)
6. **Future Directions (3-5 years out, or when inside activities become viable)**
 - Teaching art classes, using space at Watson Ranch, the Welcome Center, Senior Center, Library—or a possible permanent location)

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- Field Trips to Art Galleries or other venues
 - The Art Extravaganza (Community Art Show, with music, crafts, food, fun)
 - Art contests, like the Pygmalion Art Contest (and combine with a reception for the artists)
 - Painting Utility Boxes
 - Public Art
 - i. We can work with Burning Man Community, the City’s Art Committee, and others to bring large-scale public art in designated areas
 - ii. On hold until the Community Mosaic project is complete.
7. Other Items
- We need to review and update our bylaws, particularly relating to Board term limits, and electronic board meetings.
 - Updating our Safety and Risk Management Policy, as well as other policies
 - Develop Standing Committees to spread the administrative workload
 - Soliciting Grants, sponsorships, or using ACAF cash reserves, to support our mission (Art Supplies for the schools; Arts & Culture Program; Public Art);
 - Possible fund raiser for VAPA, with help from art students and their parents (by-product of the planned Art and Music event that is grant-funded?)
 - Holiday Boutique, if space is available.

OTHER BUSINESS/FUTURE AGENDA ITEMS

1. We informally accepted Clarence’s offer to be President for 2022. We also decided to plan the Annual Membership Dinner/Meeting at our regular board meeting on January 11. We suggested that Dakota Lim would be a good candidate for serving on the Board.

The meeting adjourned at 2:20pm.

*Minutes submitted by
Mark Joseph, ACAF Secretary/Treasurer
February 7, 2022*

American Canyon Arts Foundation
Board of Directors Meeting Minutes – March 8, 2022

CALL TO ORDER: President Mamaril called the online meeting to order at 7:14pm, via zoom.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Joe McNaughton, Patti Krueger, Directors
Board Members Absent: Roberta Labaw, Jana Olano, Mimi Espanol, Directors
Members/Guests Present: Eric Sabee, Ethan Sabee, members
2. **Board Member Comments** – None.
3. **Member Comments** – None.

CONSENT CALENDAR *On motion by Patti, seconded by Joe, the consent calendar was approved.*

1. Approve Meeting Minutes for December 14, 2021 (regular board meeting); January 8, 2022 (Board retreat), January 11, 2022 (regular board meeting); and January 30, 2022 (Annual Membership meeting).
2. Approve Financial Reports for 2021 Year-end; and February 2022.
3. Receive and File Membership Report for 2022, as of March 5, 2022.

COMMITTEE REPORTS

1. **Juneteenth Event:** There was a general discussion about this event, produced by Brenda Knight, with the Arts Foundation as her financial sponsor. We were also asked if we wanted to oversee the Wine and Beer Concession, with a percentage of the net proceeds going back to pay for the event (and the rest going to the Foundation). The consensus was that we should handle this as well as consider including premixed Margaritas; that Clarence would work with the Chamber on possible ABC Training, and Mark would reach out to Brenda to discuss how we would share in the net proceeds—we should get at least a 50/50 split.
2. **ACHS Music & Art Event:** Clarence discussed the status of this grant-funded project. It would have art and music performed by the students; this could become an annual and self-sustaining event for the High School. The next steps would be to set up a planning meeting (tentatively set for April 5), and Clarence would formally invite teachers and students to work with us. In that regard, Ethan Sabee, could be a key contact.
3. **Hispanic Celebration Event:** The intent was to use the “Meet Me in the Street” venue to produce this event, grant funded by Arts Council Napa Valley. The Board did not think combining it with the October City Birthday event was appropriate, so we would target July or August. The Chamber already has August music lined up, so July 13 may be our target. Mark would contact the local Folklorico group; Clarence, with his music contacts, would try to find either a Mariachi Band or something more contemporary.
4. **Napa County Arts & Culture Grant:** Clarence reported that the grant was submitted for \$4000 and it would be split between the Juneteenth event and something with the FilAm Club relating to their Parol Festival.
5. **Participation in the Chamber’s Summer Festivals:** We discussed participation in the Chamber’s “Meet Me” events for June 8, July 13 and August 10. We could sell See’s Candies, memberships, promote any of our events, and maintain a presence. ***On motion by Jonette, seconded by Mark, the Board agreed to participate in the three Meet Me in the Street festivals. Motion passed.***
6. **Next Social Event:** We all enjoyed the Napa Artworks outing and discussed other options. We considered diRosa, but thought going to Mare Island for lunch and a tour of the Mare Island Art Studios might be the better option for now. Mark would research and report back.
7. **Community Music and Art Events:** This item was continued to the next meeting.

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8. Mosaic Project: Patti reported the contactor is non-responsive and she is now longer for yet another contractor who can help us finish the project. One option might be someone that Adam Musto (ACHS Ceramics teacher) knows.

BUSINESS CALENDAR

1. Insurance and Risk Management policy: This item was continued from several meetings back. Mark suggested that he and Clarence work on updating our policy and also get a quote to upgrade our insurance policies.
2. Consider new Board Members: This item was actually addressed earlier in the meeting. Considering Ethan Sabee is a freshman at ACHS and its involved in the arts, everyone thought it made sense to add Ethan as our new Board member. ***On motion by Mark and seconded by Patti, Ethan Sabee was appointed to the Board. Motion passed.***

OTHER BUSINESS/FUTURE AGENDA ITEMS

1. Patti reminded the Board that we need to put in a pumpkin order soon if we want them ready in early October. We could discuss this at our next meeting. We also talked about adding the Calendar of future events, so we will keep focused and make sure we plan ahead.
2. Youth Art Show/Reception at the Welcome Center. The Chamber will host this event and provide drinks; the Foundation will supply the refreshments. Any proceeds from the event will go the ACMS Arts Program.
3. ACHS Students took first place at the Napa County Poetry Outloud.
4. See's Candies—Easter Promotion. Mark reported he started the Easter Promotion (in addition to the all year campaign).
5. Library Booksale is Saturday March 5.

The meeting adjourned at 8:52pm.

American Canyon Arts Foundation
Board of Directors Meeting Minutes – April 12, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:07pm at the Chamber’s Welcome Center. A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Patti Krueger, Ethan Sabee, Directors
Board Members Absent: Jana Mielle Olano, Mimi Espanol, Directors
Members/Guests Present: Eric Sabee
2. **Board Member Comments** – Clarence thanked Ethan for receiving the Arts in April Proclamation; Roberta thought it was very nice of the City to recognize ACAF with the Proclamation; Mark reported we filed our annual tax reports to the State and Federal Government (no taxes paid; just the filings); and Patti suggested we should appoint Eric Sabee to the Board, since he is bringing Ethan to the meetings, and he is an artist in town. This item was moved to the regular agenda.
3. **Member Comments** – Eric Sabee announced he talked to his employer, who agreed to not only provide glass-etched award plaques, but also donate \$1500 to be a sponsor for the ACHS Art & Music Event.

CONSENT CALENDAR

1. Appoint Eric Sabee to fill a vacancy on the Board. ***Patti motioned and Jonette seconded, to appoint Eric Sabee to the Board. Motion passed.***
2. Approve Meeting Minutes for March 8, 2022. ***Mark motioned and Joe seconded, to approve the minutes. Motion passed.***
3. Approve Financial Reports for March 2022. ***Mark motioned and Patti seconded, to approve the March Financials. Motion passed.***
4. Receive and File Year-to-date Membership Listing. After reviewing the report, Clarence suggested we should reach out to Journey Day and Patti suggested we talk to Denis Ariza. For Journey Day, the Board agreed to discount the membership fee to only \$40, since they signed up in November 2021. Denis is a strong member in the Fairfield/Suisun Visual Artists Association, and he would make a good contact. Also, Allie Ikeda won the Family Membership from the ACMS Art Show Reception. Mark will reach out and follow up with the application.

COMMITTEE REPORTS

1. **Juneteenth:** Mark reported that he talked to Brenda Knight, and she is now focused on fund raising. The Board discussed the City’s sponsorship, in which they approved \$25,000, but wanted to be reimbursed for anything in excess of the program costs. This complicated things relative to our selling Beer, Wine (and possibly Margaritas). That is, when Brenda, Clarence and Mark talked about splitting the drink sales, Brenda only wanted a portion, if she needed it to break event. But since the City’s share could cover any deficit, it’s possible that we would keep all the net sales. For now, we also need to identify those individuals that will help in the booth, so they can get the necessary training. We also need to secure the appropriate ABC License, Mark said he would work on the ABC license; Clarence would work with the Chamber on training.
2. **ACHS Art & Music Event:** Clarence reported on the results of the planning meeting. The event would be Saturday, October 15, one week after the City’s Birthday Event (and two weeks after Pumpkin Path). We discussed the basic outline of the event and that it now has a \$4000 budget. Some of the proceeds could go for equipment, such as Display Racks. The next planning session is Thursday, April 28 at 6pm.

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3. Hispanic Celebration Event: Mark noted Hispanic Heritage Month is September/October, but there wouldn't be a Meet Me in the Street in those months. Mark noted that the Chamber might not have a band for their July 13th date. This could mean we could use our grant to provide a Latinx/Pop band, as well as Mariachis and the Folklorico group. We also wanted to reach out to a Latino Art group in Napa to see if we could also present artwork. Mark would confirm with the Chamber on the date and check on the Vallejo Folklorico group. Clarence would reach out to some musicians he knew. ***Patti motioned and Eric seconded, that we focus on the July 13th date for the Hispanic Event. Motion passed.***
4. Next Social Event: We discussed the idea of going to Mare Island for lunch and check out Mare Island Art Studios, which has an open studio each Sunday. Patti suggested we all attend the High School's Theater performance of "The Spelling Bee" on Friday, April 29, at 7:30pm. The Board agreed we should see the Musical on April 29 and go to Mare Island on May 22 at noon.

BUSINESS CALENDAR

1. Community Music and Art event at Canyon Plaza: Clarence brought this item up and said he has put in a request for ACAF to host a monthly event at the Canyon Plaza, possibly the first Friday in June, July and August. This would complement the Chamber's Meet Me in the Street, which is the second Wednesday. Mark noted he talked to Rick Hess, the Canyon Plaza owner, and he seemed receptive, provided we could provide insurance for the events. We talked about getting sponsors from the complex and working with the local restaurants—we wouldn't have food trucks, but we would sell beer and wine by the venue. We hope the restaurants will provide "Music Day Specials" to help promote both their business and our show. People could come early for dinner and the music would start at 6pm. We could invite our artists and crafters to have their booths, as well as our community groups.
2. Art Extravaganza: We talked about whether we could produce the show this year, and then discussed the possibility of combining it with our annual Holiday Boutique. We could still consider the Community Gym as the site and focus on one weekend. ***Mark motioned and Patti seconded, that we explore the feasibility of merging the two events and select a weekend in late November/early December. Motion passed.***
3. Safety & Risk Management Policy: The board decided to address this next month. Mark reported that Clarence had already made some edits to the current policy, and that Mark was working with Brian Farmer to upgrade our insurance policies.
4. Pumpkin Path: Patti reminded the Board that we need to put in our order for pumpkins soon. We discussed how many pumpkins we needed (200-300 seemed the right range; last year's 400 was too much). Jonette agreed to contact the farmer in Turlock.
5. Student Scholarships: This item was added to the Agenda. Mark reported that we had about 6-8 candidates to review, and we needed to give the High School our names very soon. Patti requested a larger pool to review, and Mark said he would contact the School for more names. Patti, Eric and Mark would be the screening committee.

OTHER BUSINESS/FUTURE AGENDA ITEMS

None.

The meeting adjourned at 9:07 pm.

Minutes submitted by

Mark Joseph, Secretary/Treasurer

April 17, 2022

American Canyon Arts Foundation
Board of Directors Meeting Minutes – May 10, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:07pm at the Chamber’s Welcome Center. A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Patti Krueger, Ethan Sabee, Eric Sabee, Directors
Board Members Absent: Jana Olano, Mimi Espanol, Directors
Members/Guests Present: None
2. **Board Member Comments** – Jonette said that she received original drawings from Bonnie relating to Bonnie’s paintings of old American Canyon buildings and sites.
3. **Member Comments** – None.

CONSENT CALENDAR *On motion by Mark, seconded by Joe, the consent calendar was approved.*

1. Approve Meeting Minutes for April 12, 2022
2. Approve Financial Reports for April 2022
3. Receive and File Year-to-date Membership Listing.

COMMITTEE REPORTS

1. **Student Scholarships:** After considerable discussion, the Board agreed upon the following individuals to receive a \$500 scholarship each: Collin Yan; Keanu Kawakami; and Paul Buna. ***On motion by Joe, seconded by Eric, the Board approved the three, \$500 scholarships. Motion passed unanimously.*** Clarence confirmed he would be at the Scholarship Ceremony to make the presentation for the Board.
2. **Member Services/Next Social event:** The Board discussed some of the logistics behind our next event at Mare Island on May 22. It was suggested we try to reserve a table, in case we have a big crowd.

BUSINESS CALENDAR

1. **Safety & Risk Management Policy:** Mark reviewed the substantive changes to the policy—relating to independent contractors and use of private vehicles; the rest of the changes related more to cleaning up/streamlining the language. ***On motion by Mark, seconded by Eric, the Board approved the revisions to the Safety & Risk Management Policy. Motion approved unanimously.*** Mark also said he was still working on upgrading our insurance policy, as well as exploring getting multiple offers.
2. **Juneteenth Update:** Mark reviewed the latest on this event. We have raised over \$30,000, although most of that is the City’s contribution, and they are expecting a large portion of that amount to be reimbursed. The Parks Foundation will handle activities for the kids. Our primary responsibility will be to handle the Beer and Wine sales. We talked about the need to get Responsible Beverage Server (RBS) training for all the servers and how many servers we will need (3 shifts of two servers each—Jonette, Patti, Clarence, Mark, and Danny & Michelle Morgan). Mark said he would handle the ABC permit and that the goal is to get the beer and wine donated (we still would need to get ice and other supplies). We still have not heard anything official about the County Grant for \$4100, although the Advisory Committee recommended the full amount.
3. **ACHS Art and Music Festival:** Clarence noted he has prepared meeting notes for the two planning sessions, and that we are developing a custom logo for the annual event. Alumni are encouraged to participate in the various artistic areas: Art, music, spoken word, and possibly

more audience-oriented activities (chalk art, karaoke, urban art, etc.) We also have some alumni (Nat Ong, Dakota Lim) who will help, including social media. Patti expressed concern that we do not have a budget, and it was agreed we should refine how we will expend the \$4000 that we have raised (\$2500 grant; \$1500 in a sponsorship from Bergin's Screen Printing and Engraving). Some of the funds will one-time expenses (such as for food, marketing and awards), but other funds could be used for ongoing assets (more Art Panels, Event/Safety gear, etc.).

4. Music at the Plaza: This is another new project spearheaded by Clarence. He has support from Rick Hess, owner of the Canyon Plaza; and has secured most of the funding needed, as well as the music. We will also have a customized logo. Although we will not have beer and wine at our first date, the goal is to sell beer and wine to generate revenue for future ACHS Art & Music Festivals, with the sponsorships covering the cost of the event.
5. Hispanic Celebration Update: Clarence and Mark reported we have an agreement for a traditional Mexican band; a Mariachi Band and the Vallejo Folklorico group to provide entertainment at the July Meet Me in the Street event. This will fulfill our obligations under the ACNV Grant. Mark is trying to find a Chicano Art group to provide an art display, but not having an success. He also needs to reach out to the Napa Folklorico group to have them perform at the end of the August Street Fair, right before the presentation of *Encanto* at Northampton Park.
6. Pumpkin Path: Jonette reported she ordered 250 pumpkins at a cost of \$2.50 per pumpkin, or \$625. We will need to transport the pumpkins right before the event. We also need to reach out to our prior sponsors to help cover the costs, including paint and supplies. ***On a motion by Mark and seconded by Jonette, the Board authorized up to \$1000 for the 2022 Pumpkin Path event. The motion passed, with Patti abstaining.***

OTHER BUSINESS/FUTURE AGENDA ITEMS

Most of the upcoming events were discussed above; it was noted that Brenda would be at our booth for the June Street Fair, promoting Juneteenth. It was also noted that we have not yet confirmed that we will combine the Holiday Boutique with the Art Extravaganza, and that we do not have a site yet. We also talked about the need to look at our Board members. It was recognized that Jana and Mimi cannot attend in person, since they are away in College; and zoom meetings have also been problematic.

The meeting adjourned at 8:43pm.

*Minutes prepared by
Mark Joseph, Secretary/Treasurer
May 29, 2022*

American Canyon Arts Foundation
Board of Directors Meeting Minutes – June 14, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:03pm at the Chamber Welcome Center. A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President, Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Jana Olano (via zoom), Eric Sabee, Directors
Board Members Absent: Patti Krueger, Mimi Espanol, Ethan Sabee, Directors
Members/Guests Present: None.
2. **Board Member Comments – Jonette** announced that tomorrow was Roberta and Gloria Fouts' birthday, and everyone wished them a happy birthday! **Roberta** reported she attended the Benicia Armory Museum and remarked at how nice it was. **Mark** suggested that a mural painted on the walls of the new Circle K Gas Station might be an exciting project that Foundation could sponsor. He didn't know if the owner was interested but would reach out and see. The Board consensus was to pursue this option. He also noted that he recently joined Fairfield and Benicia's Art Associations as a sponsor, in part so we can begin to develop a more regional approach and pool our resources. **Clarence** reported we received the \$4100 grant from Napa County for Cultural Arts. He also noted that the City and School District are serious about swapping the City's Community Gym for the old Napa Junction Elementary School site. This could be an exciting opportunity for the community and the Arts Foundation.
3. **Member Comments – None.**

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

1. Approve Meeting Minutes for May 10, 2022.
2. Approve Financial Reports for May 2022.
3. Receive and File Year-to-date Membership Listing.

COMMITTEE REPORTS

1. **Insurance:** Mark reported our insurance is coming due and that we wanted to upgrade our policy to include the use of private vehicles and event coverage for groups up to 2500. The new cost would be approximately \$1632, which was twice as much as prior years. We could use funds from our CalNonprofit grant to cover the extra cost and it was needed since we are working with the City on musician services. We aren't pursuing a \$2 million policy or Directors & Officers insurance at this time, due to costs (it would be another \$500-1000 for both coverages). Mark also requested that Clarence review the legal documents. Jonette raised a question regarding insurance coverage for her group, Artistic Expressions. They are being charged for insurance just to host a regular lunch and art session. We agreed to look into the matter. **Eric motioned and Jonette seconded, a motion to approve funding for the enhanced insurance policy. The motion passed.**
2. **Social Events:** Mark reported we didn't have the same turnout as our Napa Lights event, but it was still a fun time, and we made some good contacts. The Board agreed that for now, all the events we have planned for this summer and fall should constitute our Social Events. Maybe we'll plan something in the Fall.

BUSINESS CALENDAR

1. **Juneteenth:** The Board reviewed the latest on this event, and focused on our handling of Wine, Beer and Margaritas. Mark reported he went for the full permit so we could sell Margaritas. We also talked about getting there the day of the event to set up; and that we needed to finish the Responsible Beverage Server (RBS) certification. There was a concern about sponsorship did

not include a booth, and it was acknowledged that how the sponsorship was defined needed to be clarified next year (for example, \$250 is recognition only; \$300 get recognition plus a booth, etc.)

2. Music at the Plaza: Our inaugural event was a good learning experience. We will make some changes regarding the layout and continue to promote. For July we will have a beer and wine permit, so that should also help. The Band is “Get With It” and Clarence assured the Board it would well worth the \$600 fee. He also commented that we should have enough sponsorships to cover our costs, with any sales from beer and wine potentially being seed money for next year. We will try to get more artists and vendors.
3. Fourth of July: Clarence reported we rented a booth for the event and that he was planning on being in the Parade representing ACAF. The parade starts at 3pm this year and begins at American Canyon and Elliott, instead of Kimberly. We would use our booth to promote our upcoming events.
4. Meet Me in the Street: July would be our Latin Celebration event, with a Mexican Band, Mariachis and the Vallejo Folklorico group. We need to promote our event with a flyer and social media. We should also have enough money left in the grant to include a second performance in August, before the movie *Encanto*.
5. ACHS Art & Music Event: This event is scheduled for Saturday, October 15. The next planning session is Thursday, June 23 at 6pm. We’ll meet in the Welcome Center. Clarence reported we are making progress, developing a logo and clarifying the nature of the program.
6. Pumpkin Path: This event is planned for Saturday, October 2. Jonette has already ordered 250 pumpkins for \$625. She estimates the rest of the supplies will run another \$200. Mark offered to work with Jonette on developing a flyer and promoting the event, at our various events.
7. Holiday Boutique/Art Extravaganza: We discussed the basic outline of this combined event. We decided we should focus on a the weekend before Thanksgiving (Nov. 19-20). We tentatively wanted to use the new Multi-purpose Room at the old Napa Junction site. This might work better than the Gym, and alcohol would be allowed. Schedule-wise, we would want to set up Friday night, with the show running through Sunday at noon. We would hold our reception, silent auction and awards ceremony Saturday evening. The event would end Sunday around noon, so we can clean up.

OTHER BUSINESS/FUTURE AGENDA ITEMS

1. Mosaic Project: Clarence wanted us to discuss the status of this project and how we can get it finished.

The meeting adjourned at 8:50pm.

American Canyon Arts Foundation
Board of Directors Meeting Minutes – July 12, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:08 pm, at the Chamber Welcome Center and via Zoom. A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Patti Krueger, Jana Olano (via zoom), Mimi Espanol (via zoom), Ethan Sabee (via zoom), Eric Sabee (via zoom), Directors
Board Members Absent: None
Members/Guests Present: None
2. **Board Member Comments** – Patti expressed concerns that we needed a more formal process in establishing Board direction and action. There was discussion by the Board about this matter and the consensus was to ensure a more formal approach to documenting the Board’s decisions. Roberta reported that she enjoyed the Fourth of July Parade and festivities.
3. **Member Comments** – None.

CONSENT CALENDAR

1. Approve Meeting Minutes for June 14, 2022. **On motion by Eric, seconded by Joe, the Minutes were approved, with Patti abstaining.**
2. Approve Financial Reports for June. **On motion by Patti, seconded by Joe, the Financials were approved.**
3. Receive and File Year-to-date Membership Listing. **On motion by Patti, seconded by Joe, the report was received.**
4. Receive and File the Juneteenth Report. Mark discussed this item, and reported we only used \$8500 of the City’s \$25,000 allocation. He noted the City Manager suggested we may keep the balance as seed money for next year or return it to the City. After discussion, **Patti moved and Mark seconded, a motion to keep or return the balance to the City, based on the City’s request; further, if we keep the balance, to use it for the next Juneteenth, or some other project, if the City prefers. The motion passed.**

COMMITTEE REPORTS

1. Latin Celebration, July 13: The Board reviewed the program and related details. Mark handed out the flyer for the event. We also discussed the fact that we should have \$200 remaining in the Grant. Mark will see if the balance can be used to assist Latin artists for our upcoming Art Extravaganza, based on when the grant funds need to be expended and if ACNV has any concerns about the expenditures. He will report back in August. Also, as it relates to Meet Me in the Street, the Board thought we should have a booth at the final August event, to promote our events and be a part of the City’s 30th birthday party. **Patti motioned and Mark seconded, the Board approved getting a booth for August.**
2. Friday Nights at the Plaza: We discussed this program and Mark presented the budget and year-to-date receipts. Overall, sponsorships and sales should cover the ongoing costs. There were about \$350 in one-time costs (A-Frame signage; staff vests and safety tape, etc.). We discussed the need to better promote the event and encourage more vendors. We also talked about the idea of including dessert-related vendors (such as 4H Club or Key Club, who can do shaved ice and popcorn), along with Beer and Wine Sales.
3. ACHS Art and Music Event: The next planning session will be Thursday, July 28 at 6pm at this location (Welcome Center)
4. Mosaic Project update: Patti reviewed the challenges she has had trying to get a contractor to finish the framing and installation, all to no avail. Currently, the three panels are in her garage, and transporting the materials is creating a loss of tiles. The Board felt it was critical to get the

three panels finished and framed, even if we haven't decided on how to install them. A metal frame is preferred since it will last longer. Patti noted that how you *build* the frame is dependent on how you *install* them. Freestanding installation will be much more expensive than securing them to the Boys & Girls Club wall. Eric offered to search for some contractors he might know, and Mark offered to contact the Sheet Workers Union to see if they might be interested in fabricating sheet metal frames.

BUSINESS CALENDAR

1. **Public Art Opportunity:** Patti reported she met an artist with the Burning Man program, and that we might be able to secure some temporary public art installations in American Canyon. Mark pointed out the City has a Public Art Committee, that includes Council member David Oro and Mark. We should include the City in the process, since the City has already approved a number of sites for public art in the City. ***Mark motioned and Jonette seconded, a motion to support an effort to bring Burning Man art to American Canyon and to work with the City in doing so. The motion passed.***
2. **Napa County Arts & Culture Grant:** Clarence reported that we received the \$4000 grant, which was intended to support Juneteenth, Latin Celebration and/or a Filipino Cultural Event. Clarence suggested we allocate \$2000 towards the Juneteenth event and the balance towards the Filipino event (Latin Celebration didn't need any additional funding). Relative to the Filipino event, the Board discussed the idea that a smaller portion would be allocated towards the Parol Building event (to offset supplies and marketing, perhaps refreshments), and the balance going towards inviting speakers to discuss Filipino history and culture. We would work through the Napa Valley College for speakers. ***On motion by Patti and seconded by Mark, the Board approved allocating \$2000 towards Juneteenth and \$2000 towards a Filipino Heritage Event. The motion passed.***
3. **Art Classes at the Adult Activity Center:** Clarence reported that he met with Lisa Johnson, the new Rec Coordinator, about resurrecting a program that Patti had worked out prior to the pandemic. We would solicit art instructors to teach adults (and potentially children), generally evening classes during Winter and Spring. The instructors would receive a percentage for each enrollment, and a portion for supplies and materials. This would be a real value for ACAF members, and provide a service to the community. ***Patti motioned and Mark seconded, that we support this effort and direct Clarence to work with the City on the details. Motion passed.***

OTHER BUSINESS/FUTURE AGENDA ITEMS

- **Holiday Boutique/Art Extravaganza**—There was discussion about this combined event and that it might be held at the old Napa Junction site. Roberta suggested we consider a Benicia artist, Terry Hughes, as our Keynote Speaker during the Awards reception. She was asked to follow up and see if he is interested.
- We need to promote Art for the Welcome Center—it's starting to look pretty sad.

The meeting adjourned at 9:21pm.

Minutes submitted by

Mark Joseph, Secretary/Treasurer

July 28, 2022

American Canyon Arts Foundation
Board of Directors Meeting Minutes – August 9, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:08 at the Chamber Welcome Center. A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Patti Krueger, Directors
Board Members Absent: Jana Olano Mielle, Mimi Espanol, Ethan Sabee, Eric Sabee, Directors
Members/Guests Present: None.
2. **Board Member Comments** – A number of comments were raised. Sacramento is having an Open Studios on Sept. 10-11, and former member, Diane MacFarland will have a showing; there was concerns about Director attendance and its impact on conducting business (quorum); and we had a moment of silence for Eric Sabee's father, who passed recently.
3. **Member Comments** – None.

CONSENT CALENDAR *On motion by Patti, seconded by Joe, the consent calendar was approved.*

1. Approve Meeting Minutes for July 12, 2022
2. Approve Financial Reports for July 2022
3. Receive and File Year-to-date Membership Listing for July 2022

COMMITTEE REPORTS

1. **Mosaic Update:** Mark noted he had not contacted the Sheet metal Workers Union about fabricating the frames for the project but will this month. Patti expressed concerns about the tiles in her garage, first, because she may need to relocate for her work and second, because the tiles get damaged every time they are moved. Even now, we will need to do a fair amount of repair work even after the frames are made. There was discussion about how to install the finished product, but we all agreed the most important step is getting the tiles cemented and grouted onto the metal frames.
2. **Latin Celebration:** Mark reported on the program during the July Meet Me in the Street event, and that he would be preparing the grant report for the Arts Council Napa Valley. We also were able to expend all the grant funds. *[Mark left the meeting at this point]*
3. **Friday Nights at the Plaza:** The flyer for the last session on Sept. 2 was distributed.
4. **ACHS Art & Music update:** The committee chose 9 categories for art & music exhibits; there will be "People's Choice" awards for each category, voting to be conducted by using poker chips and labeled cups for each exhibit/performance. The Event logo (made by Ethan Sabee) was finalized & shared with the Board. Items that need to be purchased include display racks, signage, award blanks, and gift cards. The next Committee mtg will be on Sept. 1.
5. **Art Classes with the City:** Clarence met with Lisa Johnson, Adult Activity Center program coordinator. A "Call for Art Instructor's" flyer was finalized and shared with the Board, to be shared with ACAF members. This was viewed as a favorable partnership, as ACAF meets the city's insurance and business license requirements, on the one hand, and it becomes a member benefit for us.
6. **Fil-Am Cultural Event:** Clarence to reach out to Elmer Manaid (President of Filipino-Americans of American Canyon group), to request proposed budget and activities of Parol (Filipino Christmas Lantern) workshop, contest, and educational event. Emphasized that this is a cultural & art event open to the AmCyn community.

BUSINESS CALENDAR

1. **ACAF Social Event:** We discussed a trip to Sacramento to view the art exhibit of Diane MacFarland, at 1369 7th Ave. This could be either Saturday or Sunday, September 10-11, from 10am to 5pm.

The meeting adjourned at 8:30pm.

Minutes submitted by Mark Joseph, 9/10/22

American Canyon Arts Foundation
Board of Directors Meeting Minutes – September 13, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:10pm at the Chamber of Commerce Welcome Center. A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Patti Krueger, Roberta Labaw, Joe McNaughton, Mimi Espanol (via zoom), Ethan Sabee, Eric Sabee, Directors
Board Members Absent: Jana Mielle Olano, Director
Members/Guests Present: Sindy Biederman, ACTS
2. **Board Member Comments** – Clarence noted it was good to see a big turnout for the Soroptimist’s Grandparent Day at Comm Park I.
3. **Member Comments** – None.

CONSENT CALENDAR *On motion by Mark, seconded by Patti, the consent calendar was approved.*

1. Approve Meeting Minutes for August 9, 2022
2. Approve Financial Reports for August 2022
3. Receive and File Year-to-date Membership Listing
4. Approve the Post-Grant Report for the 2021 ACNV Grant (Latin Celebration)

COMMITTEE REPORTS

1. **Project Updates:** **Mosaic Project**, Mark reported he has not yet been able to make contact with the Sheet Metal Union. Patti noted that eventually, we will need to move the tiles out of her garage. **Friday Nights at the Plaza**, the financial outcome was discussed, and we agreed we should do this again next year. However, we need to make some changes in the program.
2. **Current Projects:** **Pumpkin Path**, everything seems to be on schedule, except we need to confirm with Recology. **ACHS Art & MusicFest**, Clarence reported the awards and T-shirts are on order, we need to promote the event and get entries! Looking forward, we need to identify where we might find sponsors to build this annual event. **Filipino Cultural Program**, there are two elements to this—the Parol-making contest, which will be spearheaded by the FilAm Club of American Canyon; and a speaker program at the local library, sponsored by Napa Valley College. Clarence has requested each to submit a proposal and budget. **Holiday Boutique/Art Extravaganza**, see below (Business #2)

BUSINESS CALENDAR

1. **Veterans Day Art Contest:** Sindy Biederman of American Canyon Troop Support (ACTS) talked to the Board about sponsoring an art contest for Veteran’s Day. As part of the November 11 program, we would invite young and old to submit artwork on the theme of Veterans Day and then present it on the day of. We would use our Art Racks and the art would not need to be framed. Sindy would work with the Schools and ACAF would promote it to the community. The only budget would be for awards. Deadline for art would be November 4. **On motion by Mark, seconded by Jonette, the Board approved the project and appointed a subcommittee of Jonette, Clarence and Sindy to work on it. Motion passed unanimously.**
2. **Holiday Boutique Location:** The consensus was that we did not have the time to produce the Art Extravaganza (perhaps try again in the Spring), and that we felt a space at the Napa Junction Shopping Center would be ideal. Mark will contact the Property owner and see if there is space available. The other sites would not work out.

OTHER BUSINESS/FUTURE AGENDA ITEMS

The meeting adjourned at 8:34pm.

Minutes submitted by Mark Joseph, Secretary/Treasurer, 10/9/22

American Canyon Arts Foundation
Board of Directors Meeting Minutes – October 11, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:07pm at the Chamber’s Welcome Center. A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Joe McNaughton, Patti Krueger, Ethan Sabee, Eric Sabee, Directors
Board Members Absent: Roberta Labaw, Jana Mielle Olano, Mimi Espanol, Directors
Members/Guests Present: None
2. **Board Member Comments** – Mark noted we just received the High School’s letter asking if we wanted to host scholarships for next year. We talked about a Marching Band Scholarship.
3. **Member Comments** – None.

CONSENT CALENDAR *On motion by Patti, seconded by Joe, the consent calendar was approved.*

1. Approve Meeting Minutes for September 13, 2022
2. Approve Financial Reports for September 2022
3. Receive and File Year-to-date Membership Listing through September

PROGRAM REPORTS

1. **Allocation of Grant Funds for Filipino Cultural Events:** After discussion, ***Patti motioned and Mark seconded, that we allocate \$500 to NVC for their Artist program at the Library; and up to \$1500 for the FilAm’s Parol-making program.*** However, since FilAm’s request was for a little over \$600, the expectation was that they would need to justify the additional costs.
2. **Veterans’ Day Art Contest:** The Board reviewed the flyer and suggested copies be made for the upcoming ACHS event. There was discussion about how much to offer for prizes; and a motion was made to reduce the amounts from \$50, \$25, \$10 to \$30, \$20, and \$10. However, after considering input from ACTS and using a sponsorship received from the Firefighter’s Association, the Board left the prize level as is.
3. **ACHS Arts & Musicfest:** Clarence reviewed the check in process; that we have around 50+ arts and ceramics entries, and several music/dance entries. The Board encouraged all members to show up to help with set up and take down. Key Club members would also be there to help.
4. **Holiday Boutique:** Mark noted that the old T-Mobile site is available for no charge, but we will have to increase our insurance to \$2 million. He will work with Brian Farmer on this. Patti agreed to take the lead on this project with Jonette’s help. The dates of the Boutique would be December 2 (combination open house and kickoff event) through December 18. We may not be open during the weekdays, but possibly some weekday evenings.
5. **Mosaic Project:** No progress to report. Mark will keep trying to connect with the Sheetmetal workers and member Teresa Abeyta will try to reach out to her contacts.
6. **Pumpkin Path recap:** The event went very well, even though Recology wasn’t there. We had close to 200 pumpkins painted.

OTHER BUSINESS/FUTURE AGENDA ITEMS - None

The meeting adjourned at 9:15pm. *The next meeting will be **Monday, November 7**, since Tuesday is election day.*

*Minutes submitted by Mark Joseph
ACAF Secretary/Treasurer, 11/5/22*

American Canyon Arts Foundation
Board of Directors Meeting Minutes – November 7, 2022

CALL TO ORDER: President Mamaril called the meeting to order at 7:03pm, at the Chamber’s Welcome Center (and via zoom). A quorum was present.

1. **Board Members Present:** Clarence Mamaril, President; Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Patti Krueger (via zoom), Directors
Board Members Absent: Jana Mielle Olano, Mimi Espanol, Ethan Sabee, Eric Sabee, Directors
Members/Guests Present: None
2. **Board Member Comments – Roberta** noted that the Adult Activity Center has some regular attendees, who could become ACAF members. She also noted that Lisa Johnson, the Rec Coordinator for the Center, donated some craft supplies. **Mark** noted the Pumpkin Path needed to be cleaned up, hopefully this week or next.
3. **Member Comments** – None.

CONSENT CALENDAR *On motion by Patti, seconded by Joe, the consent calendar was approved.*

1. Approve Meeting Minutes for October 11, 2022
2. Approve Financial Reports for October 2022
3. Receive and file the Membership Report for October 2022

PROGRAM REPORTS

1. **ACHS Art & Musicfest 2022 recap:** The consensus was that the event worked out well; that we had good participation by students, although the late entries were a burden on Clarence to process; and the volunteers we had did a great job. One suggestion was that we need to add audio speakers in the Cafeteria and elsewhere, so everyone could enjoy the performances. Mark reported there is a new grant from Napa Valley Performs. We will submit a Letter of Intent (LOI) for funding for next year’s event.
2. **Filipino Cultural Events:** Clarence brought up the request from Kasaysayan (Napa Valley College). For \$500, we could have an indigenous artist present his works in American Canyon. We noted that we might have some money left over from the Parol-making event, but probably not the full \$500. After discussion, **Patti motioned and Mark seconded, to allocate up to \$1250 for the Parol-making event (with the objective being to expand participation by non-Filipinos), and \$250 towards this new project. The motion passed.** Part of this discussion included Mark or Clarence approaching Nicollette from NVC to see if the \$500 was a fixed amount, and that we could probably identify other funding sources to make up the difference.
3. **Veterans Day Art Contest:** It didn’t appear that we were getting a great turnout, but according to Sindy, we did have some entries. We agreed to meet at the Storage area on Friday the 11th at 9am, to put the Art Racks together. *[Note: turned out the City had Easels to display the artwork, so we didn’t need to do anything, except purchase the gift cards]*
4. **Holiday Boutique:** Subject to upgrading our insurance to \$2 million (in progress), Patti discussed the outline of this year’s program. We would be open from 11am-8pm on three weekends (Dec. 3, 4; 10, 11; and 17 & 18), as well as 2 Wednesdays, from 5-8pm. We would sell See’s Candies and offer a venue for our crafts people. There was a lot of discussion about how to charge the crafters, and in the end, we agreed that it would be available to members only, and they would pay the 30% commission to ACAF. The artists would handle their own sales transactions and the 30% commission would be on the honors system. This avoided the staffing problem for us, and recognized that most of our earnings came from the candy sales.

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5. Magic of the Season: Mark reported that we were going to provide music for the event (Journey Day) and receive our 10% commission. We also agreed to sell See's Candy at the Marketplace on December 3. This meant we would probably close early on the 3rd.
6. Mustard Celebration: This could be an exciting new event, but we were concerned that it would interfere with our plans for the Art Extravaganza. After discussion, the Board agreed to decline getting involved this year.
7. Community Mosaic Project: Mark discussed the email from Anne Pentland of Nimbus, and there was considerable discussion about how to proceed. After discussion, it was agreed that we should at least meet with Nimbus and see what help they could provide. Mark agreed to meet with them, even though we were not entirely clear on how to frame and/or install the project.

OTHER BUSINESS/FUTURE AGENDA ITEMS

1. There was a brief discussion about upcoming events and agenda items, but no formal actions taken.

The meeting adjourned at 9:10pm.

Minutes submitted by
Mark Joseph, Secretary/Treasurer
November 25, 2022

American Canyon Arts Foundation
Board of Directors Meeting Minutes – December 13, 2022

CALL TO ORDER: Secretary/Treasurer Joseph called the meeting to order at 7:05pm, at the Holiday Boutique location, rather than Chamber Welcome Center. A quorum was present.

1. **Board Members Present:** Jonette McNaughton, Vice-President; Mark Joseph, Secretary/Treasurer; Roberta Labaw, Joe McNaughton, Patti Krueger, and Eric Sabee (via zoom), Directors
Board Members Absent: Clarence Mamaril, President (excused), Jana Olano, Mimi Espanol, Directors
Members/Guests Present: None.
2. **Board Member Comments – Roberta** expressed concerns over the consistency of meeting dates and locations. Members and potential members might not know where to go to attend the meetings. **Patti** suggested we needed to clean up the storage area and better organize it. This would include disposing of items no longer needed or useful.
3. **Member Comments** – None.

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

1. Approve Meeting Minutes for November 7, 2022
2. Approve Financial Reports for November 2022
3. Receive and File Year-to-date Membership Listing for November 2022

PROGRAM REPORTS

1. **Holiday Boutique:** We discussed the status of the Boutique, including the need for better planning (or at least start earlier), better signage, and perhaps rethink the concept. That is, we are not attracting a lot of crafters, especially more trendy crafters, and this has led to reduced foot traffic and sales. We seem to do ok selling See's Candies, and perhaps that should be our focus—maybe partner with the Chamber (at their Marketplace) or with other events, such as the Tree Lighting at the DoubleTree. We could even just do online “yum-raising.” We also agreed to hold a year end party at the Boutique, Saturday, Dec. 17 from 6-8pm.
2. **Arts & Culture/Filipino Event:** Mark discussed the latest regarding the Parol Festival, and that it seemed we would only need to pay around \$1000, leaving us with close to \$500 that could go towards the NVC event (Jan. 20 at ACHS, 6-7pm).
3. **ACHS Art & Musicfest:** Mark reported our Letter of Intent was accepted and we were waiting for the grant guidelines to be provided. He received an update indicating they would be out later than they thought (end of December), which would still allow time to prepare the grant. An essential component of the grant would be to hire a social media/promoter. We also agreed this should be a competitive process, soliciting proposal for local businesses.
4. **Mosaic Project:** Mark reported that Clarence and Mark talked to Nimbus and they seemed eager to work with us. They suggested a contractor we could use, and also indicated they might have extra tiles to supplement our project. Mark also agreed to prepare a letter requesting the City allow us to temporarily use one of the classrooms at the old Napa Junction elementary school to finish the mosaic project. The latest goal would be to have this finished in time for the fifth anniversary of the Boys & Girls Clubhouse opening.
5. **New Mustard Celebration:** Mark told the Chamber CEO that we would not be able to partner on this new Valley wide event. Valerie asked if we could promote the event and encourage our membership to offer artwork for the event.

BUSINESS CALENDAR

1. Membership Renewal: Mark reported that we haven't sent out any letters or email, but we might tie this into the upcoming Annual Membership Dinner Meeting.
2. New/Returning Board Members: We discussed that the fact that some of our Board Members have not been able to attend many of the meetings, even though we provide a zoom link. As we did in the past, it might be appropriate to replace those board members with others that can attend and participate. We certainly would want them to continue being a member and possibly become a board member again in the future.
3. Annual Membership Dinner Meeting: After discussion, we agreed on Sunday, January 29 for our annual dinner. Mark would contact Laso to see if they would host it for us and what the price would be.
4. Annual Board Retreat: After discussion, it was agreed that we would make our January Board meeting the annual retreat.

OTHER BUSINESS/FUTURE AGENDA ITEMS

1. The Board reviewed the upcoming events and directed that we start planning the Art Extravaganza in January; and discuss the ACHS Art & Musicfest/Friday Nights at the Plaza in February.

The meeting adjourned at 8:32pm.

*Minutes prepared by
Mark Joseph, Secretary/Treasurer
January 4, 2023*