

**American Canyon Arts Foundation  
Annual Membership Meeting, January 10, 2016  
Mi Zacatecas Restaurant**

**CALL TO ORDER:**

**President Joseph called the meeting to order at 6:20 p.m.** He welcomed the members and local dignitaries, including Fifth District Supervisor Keith Caldwell (and life member); Mayor Leon Garcia, Council members Ken Leary and Belia Ramos, Napa Valley College Trustee Mary Ann Mancuso and Napa County Parks & Open Space District Trustee Barry Christian. He also welcomed our Guest Speaker, Gordon Huether, who would speak after dinner.

**QUORUM**

**2015 Members Present:** Mark Joseph, President; Lynn Dykstra, Secretary/Treasurer; Chris Tennyson, Immediate Past President; Board members Robert Johnson, Jonette McNaughton, Joey McNaughton, Ari Hood, Jennifer Atkinson-Lockette, Gloria Fouts, Life members Bonnie Waxman, Bob Harris, Keith Caldwell, Leon Garcia, Laura Keiser, Rolando Barrero, Arvind Nischal, Lani Mein, Angel Holsten, Fran Lemos, Ken Leary, Nathell Buford, Carolyn Patricia Scott.

**With 22 members in attendance, and 71 members overall, we had a quorum of over 30%. This was more than sufficient to conduct business.**

**GUEST SPEAKER: GORDON HUETHER**

**Gordon Huether** spoke about how he was able to build a piece of art for Napa City commemorating the 9/11 Tragedy, using steel from the attack. He also talked about how he was able to secure some of the steel for a memorial in American Canyon. The discussion included the labor and effort donated by himself (for both the Napa City and American Canyon projects) and his efforts to secure funding for the project in Napa. There was a discussion about the importance of public art and the need for a Public Art Master Plan including a funding source. He also offered his help in securing the remaining funds needed (approximately \$15,000) to get our statue completed this year.

**BUSINESS SESSION**

- 1. By-Laws Amendment:** President Joseph introduced the issue and noted the Board of Directors recommended that the current arrangement of unlimited three year terms be changed to a limit of two, two-year terms, or a total of four years. There was discussion about difficulties recruiting new Board members versus the need to bring in new ideas and energy, and that we need to recruit, retain and engage more members, who would ultimately become the Directors of tomorrow. **Lynn Dykstra moved, and Jonette McNaughton seconded, the motion to approve the amendments to the By-Laws as submitted to the membership. Motion passed with one dissenting vote.**
- 2. Election of the Board of Directors:** President Joseph announced the proposed Directors for 2016. In order to have staggered terms, five would serve an initial one-year term (followed by an optional second term of two years), based on length of service: **Mark Joseph, Roberta Labaw, Jonette McNaughton, Robert Johnson** and **Joey McNaughton**. The following Directors would serve a two-year term: **Chris Tennyson, Jennifer Atkinson-Lockette, Ari Hood, Gloria Fouts,** and **Lynn Dykstra**. There are five vacant positions that could be filled by the Board of Directors at a later date. **Ken Leary moved, and Fran Lemos seconded, the motion to elect the above referenced Directors for the terms so noted. Motion passed unanimously.**

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

*Minutes prepared by Mark Joseph, President, 1/11/2016*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes –Board Retreat, January 31, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 9:10 a.m. at Fairfield Inn & Suites, American Canyon

1. **Board Members Present:** Mark Joseph, President; Lynn Dykstra, Secretary/Treasurer; Gloria Fouts, Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, Roberta Labaw, Jennifer Lockette, Directors  
**Board Members Absent:** Chris Tennyson, Immediate Past President  
**Members/Guests Present:** Laura Keiser, Ada Dempsey, Arvind Nischal
2. **Board Member Comments** – None.
3. **Member Comments** – None.

**BUSINESS MEETING**

1. **Consent Calendar** *On motion by Robert, seconded by Jonette, the consent calendar was approved.*
  - a. Approve December Board Meeting (12/8/15) Minutes
  - b. Approve Annual Membership Meeting (1/10/16) Minutes
  - c. Approve Financial Reports for December 2015
  - d. Receive and File President’s Report for December 2015
2. **Appointments to the Board:** *On motion by Jonette, seconded by Ari, the following members were appointed to the Board: Laura Keiser, Ada Dempsey, Arvind Nischal.* Jennifer announced she was resigning from the Board, but would continue to help with events and activities.
3. **Election of Officers:** By consensus, it was agreed to defer selecting officers until the February Board meeting. Mark did comment that he would be willing to serve another year as President with the intent being to find a Vice-President who would succeed him.
4. **Appointment of Committee Chairs:** There was discussion about what the two key standing committees do during the year, and Mark agreed to list some of their historical tasks, as well as possible new activities, all for the February meeting. Similar to officers, the Board agreed to defer action until February.
5. **Consider Donation Requests:**
  - a. **Barks & Bubbles:** This was the pet store that provided care and support for the animals that suffered from the Lake County fires. Katherine Griffin had requested that the proceeds go to this business. Mark reported we raised \$341 dollars. Ari donated \$9, in order to make the donation an even \$350. *On motion by Lynn, seconded by Laura, the Board agreed to donate \$350 to Barks & Bubbles.*
  - b. **Youth for Art Fund Raiser:** Nathell had requested a donation from the Foundation to support this effort, which was also in honor of Cleven “Goodie” Goudeau. Mark passed out a flyer for the event, scheduled for February 6. *On motion by Laura, seconded by Lynn, the Board agreed to donate \$50 to the Youth for Art, c/o Jeanette Goudeau.*
  - c. **AC Singers:** Mark reviewed the history. Rebecca Kincl, director of the group, stated that a \$50 donation had been made to the Foundation on behalf of the AC Singers. Mark had been unable to track down the donation, and contacted Artistic Expressions Center to see if it had been cashed accidentally by that group (it hadn’t). Mark asked if the check had cleared, but did not get a response. Mark proposed that we donate \$50 to the group, since we were their Fiscal Sponsor and they needed the support. After

discussion, the consensus of the Board was to defer this request until we were able to resolve the status of the missing donation.

- d. *9/11 Memorial*: There was discussion about how much money we had raised (over \$500), and that the Board would be willing to match that to make a \$1000 donation. This would be officially accomplished at the February meeting.

#### **ROLES & RESPONSIBILITIES OF BOARD MEMBERS**

1. Mark reviewed the basic responsibilities of the Board as well as individual board members, based on our Board Policy Manual.

#### **RETREAT ISSUES**

1. *How do we recruit and engage our membership*: Mark briefly described the mix of our membership—some are members for the sake of the community; some just join to get a break on their entry fees, and most are in between—connected to the community and want to see the Foundation help them improve their art skills.

Below are some of the suggestions provided.

- a. Make sure we can provide transportation if some of the members need it.
  - b. Be supportive of each other, and be careful about how to offer criticism.
  - c. Adjust our method of contact to fit the member's situation (telephone calls vs. text messages vs. email vs. letters).
  - d. Ask! A lot of members will help if they're asked to, but make sure we know what we would like them to do!
  - e. Use various social media better, such as Facebook and Instagram.
  - f. Do things! Like field trips or workshops.
  - g. Solicit ideas and suggestions from the membership.
  - h. Approach the High School for student members (only \$10/year). We could contact the Arts Department to see if there are any art-related clubs, such as Drama, Music, Art, etc. Gaining more High School Student members would also give us volunteers for events, and a future membership pool.
  - i. Use our Facebook connections to recruit members.
  - j. Work with other Art organizations in the area, to put on bigger shows or to share the cost of speakers or training.
  - k. Host demonstrations of new art products (which includes free samples).
  - l. Consider an Art Exchange.
  - m. Explore online art sales as a service.
2. *Two Year Work Plan*: Mark reviewed the summary of where we stand on our current two-year work plan. There wasn't much time left, so we agreed to consider this at our February meeting.

***The meeting adjourned at 11:45.***

*Minutes prepared by Mark Joseph, President*  
*February 7, 2016*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – February 9, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:06 p.m. at the American Canyon Public Library Meeting Room.

1. **Board Members Present:** Mark Joseph, President; Laura Keiser, Vice-President; Lynn Dykstra, Secretary/Treasurer; Gloria Fouts, Ada Dempsey, Jonette McNaughton, Robert Johnson, Joey McNaughton, Roberta Labaw, and Arvind Nischal, Directors  
**Board Members Absent:** Chris Tennyson, and Ari Hood, Directors  
**Members/Guests Present:** LaDonna Christoffersen
2. **Board Member Comments** – Roberta announced that she, Jonette and Joey went to the Youth Art Fund Raiser in honor of Cleven “Goodie” Goudeau.
3. **Member Comments** – None.

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

1. Approve Meeting Minutes for the Board Retreat, January 31, 2016.
2. Approve Financial Reports for January 2016.
3. Receive and File President’s Report for January 2016.
4. Approve a Resolution to Destroy Financial Records Prior to December 31, 2005. *[It was noted that The UPS Store will handle shredding documents for 89 cents per pound.]*

**COMMITTEE REPORTS**

1. Update on Arts in April. Mark summarized the status of the various events that we are sponsoring for the 2016 Arts in April.
2. Summary of Events and Activities Covered Under the Community Support and Member Services Committees. There was a general discussion regarding the handout provided by Mark.

**BUSINESS CALENDAR**

1. Consider transferring our checking account to Umpqua Bank. ***Motion by Lynn, seconded by Laura, to transfer our checking account to Umpqua Bank, from West America.*** A small amount would be left in West America Bank to cover any outstanding checks, and Lynn would investigate those checks, since they are all over one-year-old.
2. Approve a donation to the 9/11 Memorial in American Canyon. Mark reported we had raised \$590 towards this project, and the Board would only need to add \$410 from our Reserves to provide a \$1000 donation. ***On motion by Jonette, seconded by Laura, authorize a \$1000 donation towards the 9/11 Memorial Statue in American Canyon.*** There was also some discussion about a possible fund raising event during the 2016 Fourth of July festivities, even if it was not a Foundation event.
3. Consider Nominees to the Annual Volunteer Recognition Ball. By consensus, the Board nominated Nathell Buford for our *2016 Organizational Award Winner*, and the following individuals for *Certificates of Community Appreciation*: Jonette McNaughton, Mark Joseph, Lynn Dykstra, Gloria Fouts, Roberta Labaw, Jennifer Lockette, Robert Johnson, Joey McNaughton, Ari Hood, and Austin McNaughton.
4. Selection of Officers and Committee Chairs for 2016. After discussion, the following officers were approved: Mark Joseph, President; Laura Keiser, Vice-President; Lynn Dykstra, Secretary/Treasurer. ***On motion by Gloria, seconded by Ada, approve a resolution designating the officers authorized to sign checks from any of our banking accounts*** (Mark, Laura, Lynn and Chris—immediate past president). Jonette McNaughton was appointed Chair of the Community Support Committee, with at least the following members: Laura and Ada.

5. Discuss the Two Year Work Plan. The consensus was to assign this to the Executive Committee.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

1. Donation to the ACHS Music Department. Arvind reported that he had met with the High School Principal about their needs in the Arts Department. Principal Wright felt the Music Department was most in need, and therefore, Arvind proposed that if the Foundation provided \$500, his nonprofit, Helping Hand, would offer the other \$500 for a total donation of \$1000. ***On motion by Roberta, seconded by Arvind, approve a \$500 donation to the American Canyon High School Music Department.***

**Announcements**

1. It was clarified that the Chalk Art Contest was *Saturday, March 26*, and **not** April 2.

***The meeting adjourned at 8:45 p.m.***

*Minutes prepared by Mark Joseph, President*  
*March 6, 2016*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – March 9, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:06pm at *Ethnic Notions Gallery*.

1. **Board Members Present:** Mark Joseph, President; Laura Keiser, Vice-President; Gloria Fouts, Jonette McNaughton, Robert Johnson, Joey McNaughton, Roberta Labaw, Directors  
**Board Members Absent:** Lynn Dykstra, Treasurer; Chris Tennyson, Ada Dempsey, Ari Hood, Arvind Nischal, Directors  
**Members/Guests Present:** Jennifer Lockett, LaDonna Christoffersen
2. **Board Member Comments** –Jonette commented she had pictures from the Lawrence Buford Exhibition in SF; and there was discussion about the upcoming Kids Day at Newell and the ACAF’s involvement (see below for more).
3. **Member Comments** – None.

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

1. Approve Meeting Minutes for February 9, 2016.
2. Approve Financial Reports for February 2016.
3. Receive and File President’s Report for February 2016.

**COMMITTEE REPORTS**

1. Community Support
  - a. **Chalk Art Contest:** After discussion about prizes, the consensus was that we would offer a first, second and third place gift card from Walmart, in the amount of \$25, \$15 and \$10 respectively, for the age groups of 4-6; 7-9; and 10 and above. Children 3 and under would draw for fun. We would also spend up to \$100 for candy to be given out to the 3 & under group and to any others. Mark said he would try to get Walmart to donate the gift cards (total value of \$150), or be responsible for getting the cards. Roberta and Jonette would get the candy from Target. We also talked about the schedule and location, and that next year we would do something different, to avoid being on the main corridor. We also agreed that we would cancel the event in the case of rain.
  - b. **Kid’s Day:** The AC Parks Foundation is sponsoring this event at Newell and they wanted us to create an “ArtWall” of a foothill landscape. There was discussion on how to handle this. Robert, Bonnie Waxman and Bob Harris would work on the drawing, and Jonette would work on “creating” the canvas. The date was mistakenly assumed to be March, but it’s really May 21.
2. Member Services
  - a. **Arts in April Update:** Mark reported the entries were running slightly higher than last year at this time. We reviewed the status of the various components for this year’s Arts in April program, and talked about a Wine Glass Painting event. Lynn, our guest speaker, requested \$300 to offset the cost of renting a screen and projector, which the Board agreed to.
  - b. **Field Trip Update:** We briefly reviewed the three field trips and that Mark would check with our insurance agent on the liability exposure (carpooling). We hadn’t received any interest on the March trip, and it may be canceled. The April 30 trip to Petaluma Art Center may draw a crowd as well as the June 25 Street Painting in San Rafael.

**BUSINESS CALENDAR**

1. Consider a change of date for the Board Meetings. The consensus was to stick with Tuesdays.

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2. Discussion on the Foundation's Two Year Work Plan. The Board reviewed the basic outline and gave direction. Mark reported he would prepare a draft for the Executive Committee to review and have a final draft for Board action in April. This would also include a budget for 2016.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

None.

***The meeting adjourned at 8:47 pm.***

*Minutes submitted by*  
*Mark Joseph, President 4/10/16*

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – April 12, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:30 pm

1. **Board Members Present:** Mark Joseph, President; Laura Keiser, Vice-President; Lynn Dykstra, Secretary/Treasurer; Jonette McNaughton, Ari Hood, Robert Johnson, Roberta Labaw, Directors  
**Board Members Absent:** Chris Tennyson, Gloria Fouts, Ada Dempsey, Joey McNaughton, Arvind Nischal, Directors  
**Members/Guests Present:** Patti Krueger, Robin Craig, LaDonna Christoffersen
2. **Board Member Comments** – None.
3. **Member Comments** – None.

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

1. Approve Meeting Minutes for March 9, 2016
2. Approve Financial Reports for March 2016
3. Receive and File President’s Report for March 2016

**COMMITTEE REPORTS**

1. Community Support
  - a. *Chalk Art de-briefing:* The consensus was that we had a much bigger turnout; most of the operations seemed to go well, except the location was a real problem—the sidewalk area is too congested for the children. We discussed relocating our area to the grassy area by the parking lot (where we used to be). This would give us good visibility, but we still need to avoid the sidewalks (which are not always cleaned up and ready to go). We need to construct new “Chalkboard Panels,” probably at least 25, 2’x8’ panels. The priorities for next year are a) secure sponsorship from Walmart for their gift cards (\$150-200); b) verify our location; and c) build the Chalkboard Panels.
  - b. *Earth Day/Kids to Park Day:* On Earth Day, Jonette and Mark need to meet with Stacey at the City to confirm what our responsibilities are for the event. On Kids to Park Day, Bonnie Waxman is developing the ArtWall.
  - c. *Student Scholarships:* Mark stated he would fill out the paperwork for the two scholarships (our regular \$500 one, and the one-time \$200 Kenneth Leary scholarship).
2. Member Services
  - a. *Field Trip Update:* Mark noted that we did not have any takers for the first field trip, but hoped there would be more interest in the Petaluma trip. He talked to Brian Farmer, our insurance agent, about potential liability if we carpooled and there was an accident. His recommendation was to avoid having ACAF sponsor the event. This might be problematic, since we are promoting it and charging fees (including a higher fee for non-members.) This led to a discussion about partnering with the City to see if there was a “win-win” approach. Mark and/or LaDonna would follow up and meet with the City.
  - b. *Arts in April status report:* The Guest Artist talk and reception went very well and we are likely to make more money than we thought. There were concerns about the Judges and it was agreed that the judges are critical to the success of the show. We also talked about the rescheduled Graffiti ART Tour at the Ruins, which would be April 24. Members willing to help included Patti, Robin and Laura.

**BUSINESS CALENDAR**

1. Consider adopting Two Year Work Plan and Budget Mark reported that the attached plan and budget has been discussed with the Board in the past and with the Executive Committee in

more detail. ***On motion by Laura, seconded by Lynn, the Two-Year Work Plan and 2016 Budget was approved.***

2. Consider adjustments to a new checking account with Umpqua Bank: The consensus of the Board was that we should abort opening a new account with Umpqua Bank, since the branch was closing in June.
3. Consider purchasing a supply of membership label pins: Mark noted that there are several online vendors that could reproduce our label pin. The cost drops as we increase the number of pins ordered. For 300 pins, the cost would be around \$500. The Board wanted to wait on incurring that expense for now.

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

1. Farmer's Market: Mark said he would find out the costs to have a booth at the weekly event, which might be shared among two or more nonprofits.
2. Visions of the Wild: Patti talked about ACAF sponsoring—or at least being involved in—the annual Visions of the Wild event, which combines art and nature. This year's event will be held September 15-18 and the theme is "Urban Connections." The website is [visionsofthewild.org](http://visionsofthewild.org)
3. Art in the AC Library: Patti, who is also our Library Commissioner, talked about the possibility of putting member art in our local library.

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

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – May 10, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:05pm

1. **Board Members Present:** Mark Joseph, President; Laura Keiser, Vice-President; Gloria Fouts, Ada Dempsey, Jonette McNaughton, Ari Hood, Robert Johnson, Joey McNaughton, Roberta Labaw, Directors  
**Board Members Absent:** Lynn Dykstra, Secretary/Treasurer; Chris Tennyson, Arvind Nischal, Directors  
**Members/Guests Present:** Deborah Bell, Nancy Brackman
2. **Board Member Comments** – None.
3. **Member Comments** – None.

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

1. Approve Meeting Minutes for April 12, 2016
2. Approve Financial Reports for April 2016
3. Receive and File President’s Report for April 2016

**COMMITTEE REPORTS**

1. Community Support
  - a. Kids to Park Day: Jonette reported that we will split the costs on paint supplies for the Artwall; volunteers for the event include Laura, (til noon), Jonette, Roberta, Gloria and Ari (after 11am)
  - b. Scholarship update: Laura and Jonette will attend the Awards Ceremony, May 21.
  - c. Sponsor Arts & Crafts booths at Farmer’s Market: The board consensus was that we should just sign up to staff one of the informational booths at the Market.
  - d. Fourth of July: Jonette reported that the City would like us to paint a patriotic figure, which we would agree to, provided they did the rest.
2. Member Services
  - a. Field Trips: Mark reported our last organized event is the Italian Street Painting in San Rafael, on June 25 (which conflicts with Relay For Life). He also talked about working with the City to recommend a field trip to SF Museum of Modern Art (MOMA). Under this arrangement, the Foundation may only provide a volunteer to help coordinate the trip, but not be liable for any costs or logistics. There was discussion about the “Snoopy Museum” in Santa Rosa that would be great for families.
  - b. Welcome Center Gallery: We have the opportunity to showcase our artist members every 4-6 weeks; the Chamber is very receptive to working together and using it for our receptions.
  - c. Open Studios: After discussion, the board felt we should hold our Open Studios at Canyon Plaza in late August, similar to some of the Art Walks in Vallejo, Napa and Yountville.

**BUSINESS CALENDAR**

1. Arts in April recap: Mark reported we netted just over \$3000 this year, better than the \$2000 we expected. This was due to a much higher level of Art Sales. We discussed the merits of a digital entry for next year and the need to secure judges in advance. Mark also reported that he would help with marketing and sponsorships next year, but someone else needed to be in charge of the Art Show itself (it’s too much work to do both!).
2. Joint Fund raiser with the Friends of the Library: The board liked the idea but wanted to know more and in particular, who would be in charge of organizing it.

3. Consider a Relay For Life team: There was no interest in forming a team this year.
4. Discuss the possibility of a Music Festival and/or Brenda Knights' Music in the Park series: Mark reported that a member in the community was interested in developing an annual music festival. The board was supportive, but wanted more information before making any commitments. On Brenda's efforts, the Board would support her project as we have in the past.

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

None.

***The meeting adjourned at 8:45pm.***

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**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes –July 12, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:06pm at the American Canyon Public Library Meeting Room.

1. **Board Members Present:** Mark Joseph, President; Laura Keiser, Vice-President; Gloria Fouts, Jonette McNaughton, Robert Johnson, Joey McNaughton, and Roberta Labaw, Directors  
**Board Members Absent:** Lynn Dykstra, Secretary/Treasurer; Chris Tennyson, Ada Dempsey, Ari Hood, and Arvind Nischal, Directors  
**Members/Guests Present:** Patti Krueger; Samantha Hull, ACHS; LaDonna Christoffersen
2. **Board Member Comments** – None.
3. **Member Comments** –Patti Krueger presented a donation check to the Foundation for \$30 from Karen Burmark.

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

1. Approve Meeting Minutes for May 10, 2016.
2. Approve Financial Reports for May and June 2016.
3. Receive and File President’s Report for May and June 2016.

**COMMITTEE REPORTS**

1. **Community Support (Fourth of July):** The consensus was that the ArtWall was a big hit and we are trying to find a site to hang it temporarily. LaDonna reported that the theme—Faces of Freedom—will be the same for 2017.
2. **Upcoming Events:**
  - a. *SpringHill Suites:* The flyer is out and we need to start promoting it.
  - b. *Open Studios at Canyon Plaza:* This has been renamed to ARTwalk at the Canyon Plaza, and it will coincide with the Family Resource Center’s last Summer Nights at the Plaza. The Board agreed it would be no charge for ACAF members and \$10 for non-members. To keep it manageable, it would be limited to five entries per artist, otherwise, there would be a charge.
  - c. *Visions of the Wild Show:* The theme was discussed and the Board also agreed that there would be no charge for ACAF members and \$10 for nonmembers; space would be limited at the Welcome Center.

**BUSINESS CALENDAR**

1. **Partnership with the High School Art Program:** We had a nice discussion with Samantha Hull, one of the three art teachers at the high school. Samantha teaches art, ceramics, digital photography and art history. They converted a dark room into a small gallery and produce around 3-4 shows per school year. They also established an Art Club on campus. We talked about hosting a student art show at the Public Library’s Meeting Room. The Board felt we could help by offering our members to judge the student art contests; help promote their events; and possibly provide a limited amount of funding for their supplies. In exchange, we could encourage some of the Art Club members to join the Foundation as Student Members (\$10/year), and hopefully, find a student to help us with social media. Samantha agreed to keep in touch with the Foundation and we would work together once the school year started up.
2. **Joint Fund Raiser with Friends of the Library:** After some discussion, there was a consensus on having a Costume Cocktail Party on Saturday, October 29, possibly at the Library’s Public Meeting Room and Patio. Laura agreed to work with Patti on planning this event.

3. Midyear Financial Review: Mark reviewed the budget and financial reports, noting that overall, we were doing better than last year, and that our financial plan is working (that is, membership and donations cover our administrative costs; fund raising covers our charitable purposes; and member services should pay for themselves).
4. Business Update: Mark reported that we now have our annual Liability Insurance in place, but we are waiting on Directors & Officers Insurance (the quote was too high). Our annual sales tax payment was made to the State on time, for \$203. Lastly, he reported that we may have to move out of our storage area in the old bowling alley, since there would be a rental charge. Some of the Board would meet at the site that Saturday to survey the situation and find alternatives.

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

1. LaDonna reported that Veterans Day would be November 11, and that there would be a patriotic banner developed by students. She also reported that the Holiday Bus Tours would be December 13, 14, and 15. The Board agreed that we would host the tours, using available space at Canyon Plaza. We would also decorate the space and host a limited “Winterfest” event at the same time.

***The meeting adjourned at 9:10pm.***

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – August 9, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:05pm, 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, Joey McNaughton, and Roberta Labaw, Directors  
**Board Members Absent:** Laura Keiser, Vice-President; Chris Tennyson, Ada Dempsey, Arvind Nischal, Directors.  
**Members/Guests Present:** Patti Krueger
2. **Board Member Comments** – None.
3. **Member Comments** – Patti reported that a Student Art Show is being planned for the AmCan Library. The dates haven't been confirmed, but it could be in late October or November.

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

1. Approve Meeting Minutes for July 12, 2016
2. Approve Financial Reports for July 2016
3. Receive and File President's Report for July 2016

#### **COMMITTEE REPORTS**

1. **Community Support:** There was some discussion about getting a photo op for our donation to the 9/11 Memorial, and that the Memorial would be ready for the 15<sup>th</sup> anniversary of September 11—the Board was encouraged to attend.
2. **Member Services:** We highlighted the upcoming events in August, including the Reception at SpringHill Suites, ARTwalk at the Canyon Plaza and the Visions of the Wild Art Show in September. Regarding the latter, ***the Board agreed we should host a reception at the Welcome Center on Friday, September 9, from 5-8pm.***

#### **BUSINESS CALENDAR**

1. **Update on Storage:** Mark reviewed our options and recommended staying at the old Bowling Alley. We would get more space (approximately 8'x12', vs. 5'x8') for \$100 per month, versus \$70/month. This would be good in the future, if we add Art Panels, and the chalkboard panels for the Easter Chalk Art event. ***The Board consensus was to stay where we are and pay the \$100/month rent.***
2. **Update on Joint Fund Raiser with Friends of the Library:** Patti discussed the option of holding the event at World Marine Estates. The board felt that since it was a joint fund raiser with the Friends of the Library and because we meet at the library, it should be held there. Also, the Library is a smaller venue and that might be good for our initial year. ***On motion by Lynn, seconded by Roberta, the Board approved holding the event at the Library.*** The Committee to work on the project includes Jonette, Roberta and Gloria. Laura and Patti already agreed to work on it.
3. **Begin developing a Calendar of Events:** Mark explained the purpose of the Calendar was to improve our planning efforts, since we would know when to initiate each event and the key elements for each. Although the number of events appear to be large, Mark noted these were all existing projects or events. ***The consensus was to refine the calendar so that it would become a planning tool for the Board and any committees formed to produce those events.***
4. **Establish and recruit for a volunteer for our "Art on Display" program:** Mark reported that we needed to find someone to coordinate artwork at the Welcome Center, since Jonette already

has too much on her plate. We also talked about expanding the program, but the Board was concerned we were taking on too much already. ***On motion by Lynn, seconded by Joey, the board agreed to put this request on hold.***

**OTHER BUSINESS/FUTURE AGENDA ITEMS**

1. Annual Membership drive: It was recommended that we send out emails first and then follow up with a letter in the mail. This could save us some postage. Afterwards, we would continue to follow up with emails and direct calls.
2. Appoint a Chairperson for the 2017 Arts in April program: Mark emphasized that although he would help, he couldn't serve as the Chair for next year. We still have time but we need to start the planning process.

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

**American Canyon Arts Foundation**  
**Board of Directors Meeting Minutes – September 13, 2016**

**CALL TO ORDER:** President Joseph called the meeting to order at 7:20 pm at the American Canyon Library.

1. **Board Members Present:** Mark Joseph, President; Gloria Fouts, Jonette McNaughton, Ari Hood, Joey McNaughton, Roberta Labaw, Arvind Nischal, Directors  
**Board Members Absent:** Laura Keiser, Vice-President; Lynn Dykstra, Sec/Treasurer; Chris Tennyson, Ada Dempsey, Robert Johnson, Directors  
**Members/Guests Present:** Patti Krueger, Brenda Knight
2. **Board Member Comments** – None.
3. **Member Comments** – Patti updated the Board on the status of art in our local library. ACAF would need to pay to install “rails” to display the art, and she was trying to determine what that one-time cost would be. A second condition would be that none of the art could be for sale while at the library. ACAF would be responsible for curating the art. One suggestion would be to make it a showcase for Middle School and High School artists, and to rotate the art every 2-3 months.

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

1. Approve Meeting Minutes for August 9, 2016
2. Approve Financial Reports for August 2016
3. Receive and File President’s Report for August 2016

**COMMITTEE REPORTS**

1. Community Support:
  - a. Brenda reported on the status of Latino Heritage Celebration and Friday Night JAM. She has arranged for dancers and hopefully a Mariachi Band, there would be food from Mi Zacatecas. On JAM, she had bands lined up for each Friday in September after Labor Day. All but the first band was local. She has collected \$1500 to date (total sponsors are over \$2000), which will cover the bands and her support fee. Since the Latino event was added after the fact, any costs associated with that would come out of the net to ACAF. However, we should still net around \$400-500. This was not anticipated.
  - b. Joint Fund Raiser: Arvind noted that he has already scheduled the Gym for his second Multi-Cultural Event for the same night as our Fund Raiser, October 29. After discussion, the Board agreed it would be better to defer our fund raiser and try it again next year (and better coordinate with Arvind’s event!)
2. Member Services
  - a. ARTwalk Follow up: The consensus was that ARTwalk had potential for next year, but it needed to be better planned and involve the local businesses more. We discussed a Holiday ARTwalk and hosting the City’s bus tours. There was discussion about whether we should have it at the Canyon Plaza or the Safeway Center. The latter would get more foot traffic, but also a bigger commitment from our members. Also, we have worked more with the Canyon Plaza businesses. Arvind said he would check with the Safeway Center manager to see if we could use a vacant spot for free. We also discussed which weekend would work. The first weekend in December is the Reindeer Run, Snow Day and Tree Lighting. Possibly the second weekend would be better. We also talked about hosting the City’s bus tours, which are Dec. 13-15. These weekdays weren’t very good from a sales perspective, and Mark noted the City wanted us to host at the Senior Center. It was felt we may not be able to work things out.

- b. Visions of the Wild/Art at Welcome Center: The reception had about 30-40 people attend, mostly ACAF members or the artists. It also conflicted with Brenda's first JAM. Gloria is now in charge of scheduling art at the Welcome Center, and she has tentatively lined up Misuk Goltz for Sept/Oct.; and Tibby Lerner for November. The Board thought it might be nice to have a holiday theme for December and invite all our member artists to submit an entry.

#### **BUSINESS CALENDAR**

1. Business Plan/Member Survey: Mark shared the draft survey and received feedback. The survey results would be part of the Business Plan that is being updated.
2. Membership Update: Mark shared the updated membership application. It would also be available for online renewal. **The board also agreed to waive the student dues for any ACHS Art Club member.** This was hoped to encourage more younger members and to help reinforce our partnership with the High School.
3. Annual Membership Dinner Meeting: The board agreed it would be a good idea to invite all the Charter Members of ACAF to the dinner, since it will be our 25<sup>th</sup> Anniversary.
4. Update on 2017 Art in April: Mark noted the notes of his meeting with Jamieson Ranch Vineyards. The two important highlights were 1) JRV was willing to host us again; and 2) they don't have a problem if we auction off other wineries' wines. This means we should be able to increase our auction proceeds, which is really where we make money.

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

Mark noted that the library would not be available for the November 8 meeting, which is also election day! The board agreed to skip that board meeting.

***The meeting adjourned at 9:10 pm***

*Minutes prepared by*  
*Mark Joseph, President, 10/4/16*

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