



MAGC Board Meeting Minutes Monday, August 15, 2011

Meeting Attendees:

MAGC Board Members - D Doodha, L Langford, E Lewis, N Londeree, R MacNaughton, D Murray, S White

Staff Members – C Kelley

Program Partner Representatives -

Marin Society of Artists – J Santucci

Northgate Group / Laurel House – B Minick

1) Call to Order and Approval of Minutes – D Doodha, President

- Meeting called to order at ~4:30 p.m.

Actions:

- ✓ *Minutes of Board of Trustees Meeting June 20, 2011 approved*

2) Board of Trustees Changes / Appointments - D Doodha, President

- D Murray has resigned as Treasurer; nominated to serve as Trustee filling vacant Trustee term (M Delaney)
- R MacNaughton appointed to serve as Treasurer
- Alanna Brady, affiliated with Moya / RHS, Laurel House and Master Gardeners, nominated to serve as Trustee filling vacant Trustee term (L Mulryan)

Actions:

- ✓ *All nominations approved as presented*

3) Committee / Activity Reports

- Finance Committee – R MacNaughton
 - Critical path analysis to be performed within the next two weeks to fully assess financial situation and timing
 - Next planning meeting to review analysis and determine path forward
 - Contract landscape maintenance out for proposals with intent to get equal / better quality for equal or less dollars
 - Need to determine cost vs available funds and other possible landscape maintenance alternatives
- Volunteer Recruitment / Fundraising – E Lewis, D Doodha, C Kelley
 - Recruitment for new Trustees is in progress
 - Any recommendations for new Trustees should be provided to E Lewis
 - Fundraising discussion deferred to subsequent meeting due to time limitations
- Facilities Committee – E Lewis
 - Two new tenants moving into renovated Deco space
 - Work on main area of Deco space being renovated – funded by Marin Bonsai Club
 - Fields is out of MAGC space; renters being sought for Pratum space (may be one – 3 different users)

Actions:

- ✓ **Critical path analysis of finances and fundraising planning to be performed and provided to Trustees prior to next Board Planning meeting - C Kelley / R MacNaughton, by 8/29/11**

4) Program Partner Reports

- Termite work at Laurel House – B Minick
 - Bids for termite work for Laurel House received; bid proposes usage of sulfuryl fluoride fumigant; there are safety concerns about the use of this material that need to be addressed
 - Repair work, including floors, to be done after fumigation
 - Costs of combined work may be significant; a summary of all proposed work (fumigation and repairs) needs to be prepared for review before any decision can be made
- Event at MSA – J Santucci
 - California Watercolors Association (CWA) event opening September 7, 2011
 - CWA may want to have MAGC host again in the future; MSA to determine after this year's event

Actions:

- ✓ **Summary with all needed termite and repair work to be provided to C Kelley for review – B Minick, by 8/31/11**

5) Strategic and Master Planning – C Kelley

- Brief overview of proposed organization, process and schedules
- Request made to incorporate adequate time for review (minimum of four days) for each stage of the process
- Important to establish at least strategic vision as part of fundraising approach
- Strategic vision to be focus of next Board planning meeting

6) Other Business

- None

Adjournment – 6:25 p.m.

Next Board of Trustee Meeting: September 19, 2011; 4:30-6:30 p.m.

Prepared by N Londeree, August 28, 2011

Actions:

- ✓ **Green font – action completed**
- ✓ **Blue font – action item open**