

RPGA Studio

(Board Meeting Minutes: July 7th, 2016
(Phone Call))

Board Members:

Present: Elsie Chapman, Richard West Carmen Shortt Yvonne Shortt

Absent: Tessa Kennedy Michael Flores

Quorum present Yes

Others Present:

Other: N/A

Proceedings:

- *Meeting called to order* at 2:00 p.m.
- (Last quarters) meeting minutes were amended and approved

· Chief Executive's Report:

- Building has been sold
- Rents will increase
- We were approved for 5 interns from CUNY
- Queens Art Intervention is going well. We will have 7 different installations in two separate plaza locations from 12-4 in September.
- We are thinking about creating a new program to grow our reach in the community using construction as an educational tool.
- We would like to use the House on Alderton to bring the community together. We are coming up with ideas on how the studio could move to Alderton House and utilize the space for community events.
- We are in the process of creating new awards for CC3DP, designing the launch video, and creating a new CC3DP framework to recruit more teams and grow our reach.
- We will be paying our Executive Director \$1500 a month to help give her a salary and to start down the road to self sustainability.
- Since Jenna nor Mayuko can't become part-time we have asked Rebecca West to come on part time starting the end of the year. She will work 8 hours a week and be paid monthly \$500.00 monthly.

· Finance Committee report provided by Yvonne Shortt:

- We have secured ADP as our Payroll vendor. They charge \$65.00 monthly for processing
- We need to look into unemployment and workers compensation insurance
- We need to figure out how to pay contractors 1099's for end of year work
- In an effort to diversify and increase funds we were looking into new funding sources
- We secured CASA Funding, SBS Grant, and discretionary funding
- Other business:
- Meeting adjourned at 3:30 p.m.
- Minutes submitted by Secretary, Elsie Chapman