



Board of Directors AGENDA—November 7, 2022

AC Chamber of Commerce Welcome Center, or Zoom Link (see below)

CALL TO ORDER – 7:00 p.m. – NOTE: WE ARE MEETING MONDAY, NOV. 7 AND NOT TUESDAY!!

1. Roll Call/Sign-in Sheet
2. Board Member Comments
3. Member Comments

CONSENT CALENDAR (*items will not be discussed unless requested by a Board member*)

1. Approve Minutes of October 11, 2022 [p.2]
2. Approve Financial Reports for October 2022 [p.3-7]
3. Receive and File Membership Report for October 2022 [p.8]

PROGRAM REPORTS

1. ACHS Art & Musicfest recap and prospects for next year! [p.9-10]
2. Filipino Cultural Events grant updates [p.11]
3. Veterans Day Art Contest
4. Holiday Boutique
5. City's Magic of the Season
 - a. We're providing the music for the event, along with our 10% service fee
 - b. Should we have a booth at the event? (See's Candies sales)
6. Mustard Celebration Partnership with Chamber
7. Community Mosaic Project update—Nimbus may help? [p.12]

OTHER BUSINESS/FUTURE AGENDA ITEMS

1. Membership Renewal Process (November and December)
2. Annual Membership Dinner/Meeting (January)
3. Board Retreat (January)
4. Arts in April

Announcements

1. Vote!

ADJOURN

Join Zoom Meeting

<https://us02web.zoom.us/j/81286774649?pwd=Nmp5MWMMyTFVITkFnL3ZJWUpSYktLUT09>

Meeting ID: 812 8677 4649

Passcode: 092594

One tap mobile

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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
Balance Sheet--Prior Year Comparisons

As of October 31, 2022

	<u>Dec 31, 19</u>	<u>Dec 31, 20</u>	<u>Dec 31, 21</u>	<u>Oct 31, 22</u>
ASSETS				
Current Assets				
Checking/Savings				
ACAF Checking				
2022 Co. Arts & Culture Grant	0	0	0	1,500
General Operations	0	0	10,665	12,070
CalNonProfits Grant	0	0	3,634	359
Scholarships	0	0	165	0
Public Art	0	0	3,333	3,333
ACNV 2021 Grant	0	0	2,500	0
21 ACNV-ACHS Event	0	0	0	2,341
Juneteenth 2022	0	0	0	16,553
ACAF Checking - Other	16,916	14,583	0	0
Total ACAF Checking	16,916	14,583	20,297	36,156
PayPal Account	7,290	7,406	8,445	8,399
Total Checking/Savings	24,206	21,989	28,742	44,555
Total Current Assets	24,206	21,989	28,742	44,555
Other Assets				
Equipment & Fixtures	3,036	3,036	3,036	3,036
Total Other Assets	3,036	3,036	3,036	3,036
TOTAL ASSETS	<u>27,242</u>	<u>25,025</u>	<u>31,778</u>	<u>47,591</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	1,838	0	0	0
Total Accounts Payable	1,838	0	0	0
Other Current Liabilities				
Equip-Fixture Offset	3,036	3,036	3,036	3,036
RF-Public Art	3,022	3,532	0	0
RF-Scholarships	75	90	0	0
Sales Tax Payable	170	1	5	0
Total Other Current Liabilities	6,302	6,658	3,041	3,036
Total Current Liabilities	8,140	6,658	3,041	3,036
Total Liabilities	8,140	6,658	3,041	3,036
Equity				
Retained Earnings	15,120	19,102	18,367	28,737
Net Income	3,982	-735	10,371	15,818
Total Equity	19,102	18,367	28,737	44,555
TOTAL LIABILITIES & EQUITY	<u>27,242</u>	<u>25,025</u>	<u>31,778</u>	<u>47,591</u>

American Canyon Arts Foundation
Profit & Loss--Prior Year Comparison
January through October 2022

	Jan - Oct 22	Jan - Oct 21	\$ Change	% Change
Income				
41-Contributions				
4100 Grants	6,500	7,500	-1,000	-13%
4150 Donations and Sponsorships	41,445	4,830	36,615	758%
4151 Donations-ACAF Members	491	1,110	-619	-56%
4180 Memberships	1,415	1,645	-230	-14%
Total 41-Contributions	49,851	15,085	34,766	231%
42-Service Inc.				
4210 Event Fees				
4213-Parking Fees	730	0	730	100%
4212-VIP Seating	1,530	0	1,530	100%
Total 4210 Event Fees	2,260	0	2,260	100%
4225 Booth Rental Charge	1,050	0	1,050	100%
4240 Entry Fees	0	-40	40	100%
4250-Annual Dinner Tickets	225	0	225	100%
4290 Other Service Income	6,061	2,783	3,278	118%
Total 42-Service Inc.	9,596	2,743	6,853	250%
44-Sales				
4415 Fine Art Sales	0	50	-50	-100%
4420 Non-Taxable Sales	1,423	584	838	144%
4450 Other Sales	120	0	120	100%
Total 44-Sales	1,543	634	908	143%
45-Other Rev.				
4510 Miscellaneous Revenues	7	6	1	22%
Total 45-Other Rev.	7	6	1	22%
Total Income	60,997	18,468	42,528	230%
Gross Profit	60,997	18,468	42,528	230%
Expense				
51-Community Support				
5120 Student Scholarships	1,500	2,000	-500	-25%
Total 51-Community Support	1,500	2,000	-500	-25%
52-Member Benefits				
5250-Annual Dinner Expense	317	0	317	100%
Total 52-Member Benefits	317	0	317	100%
56-Program Costs				
5610 Advertising & Promotions	2,159	0	2,159	100%
5615 Awards & Ribbons	246	0	246	100%
5620 Facility & Equip. Rental	2,907	1,200	1,707	142%
5625 Hospitality	84	0	84	100%
5630 Performer's Fees & Charges	15,890	2,250	13,640	606%
5632 Professional Support	3,500	0	3,500	100%
5685 Program Supplies	1,739	1,238	501	40%
5688 Inventory - Program Suppli	883	409	474	116%
5690 Other Program & Event Cost	13,709	25	13,684	54,738%
Total 56-Program Costs	41,117	5,122	35,995	703%

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11/05/22

Accrual Basis

American Canyon Arts Foundation
Profit & Loss--Prior Year Comparison
January through October 2022

	<u>Jan - Oct 22</u>	<u>Jan - Oct 21</u>	<u>\$ Change</u>	<u>% Change</u>
57-Admin Exp.				
5710 Bank Fees & Charges	38	24	14	57%
5720 Insurance	1,632	766	866	113%
5730 Member Dues-Other Agencies	350	350	0	0%
5750 Taxes, Permits & Filing Fe	225	0	225	100%
Total 57-Admin Exp.	<u>2,245</u>	<u>1,141</u>	<u>1,105</u>	<u>97%</u>
Total Expense	<u>45,179</u>	<u>8,263</u>	<u>36,916</u>	<u>447%</u>
Net Income	<u><u>15,818</u></u>	<u><u>10,205</u></u>	<u><u>5,612</u></u>	<u><u>55%</u></u>

American Canyon Arts Foundation
Profit & Loss by Class
 January through October 2022

	10-General & ...	35-Arts and C...	41-Member Se...	44-Community...	45-Public Art	TOTAL
Income						
41-Contributions						
4100 Grants	0	4,000	0	2,500	0	6,500
4150 Donations and Sponsorshi...	0	37,850	1,750	1,845	0	41,445
4151 Donations-ACAF Members	210	0	200	6	75	491
4180 Memberships	1,415	0	0	0	0	1,415
Total 41-Contributions	1,625	41,850	1,950	4,351	75	49,851
42-Service Inc.						
4210 Event Fees						
4213-Parking Fees	0	730	0	0	0	730
4212-VIP Seating	0	1,530	0	0	0	1,530
Total 4210 Event Fees	0	2,260	0	0	0	2,260
4225 Booth Rental Charge	0	970	80	0	0	1,050
4250-Annual Dinner Tickets	225	0	0	0	0	225
4290 Other Service Income	0	0	6,061	0	0	6,061
Total 42-Service Inc.	225	3,230	6,141	0	0	9,596
44-Sales						
4420 Non-Taxable Sales	33	0	1,390	0	0	1,423
4450 Other Sales	0	0	0	120	0	120
Total 44-Sales	33	0	1,390	120	0	1,543
45-Other Rev.						
4510 Miscellaneous Revenues	7	0	0	0	0	7
Total 45-Other Rev.	7	0	0	0	0	7
Total Income	1,890	45,080	9,481	4,471	75	60,997
Gross Profit	1,890	45,080	9,481	4,471	75	60,997
Expense						
51-Community Support						
5120 Student Scholarships	0	0	0	1,500	0	1,500
Total 51-Community Support	0	0	0	1,500	0	1,500
52-Member Benefits						
5250-Annual Dinner Expense	317	0	0	0	0	317
Total 52-Member Benefits	317	0	0	0	0	317

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11/05/22

Accrual Basis

American Canyon Arts Foundation
Profit & Loss by Class
 January through October 2022

	10-General & ...	35-Arts and C...	41-Member Se...	44-Community...	45-Public Art	TOTAL
56-Program Costs						
5610 Advertising & Promotions	0	1,335	349	475	0	2,159
5615 Awards & Ribbons	0	0	0	246	0	246
5620 Facility & Equip. Rental	1,200	1,707	0	0	0	2,907
5625 Hospitality	68	0	17	0	0	84
5630 Performer's Fees & Charges	0	8,700	7,190	0	0	15,890
5632 Professional Support	0	3,500	0	0	0	3,500
5685 Program Supplies	0	906	43	789	0	1,739
5688 Inventory - Program Suppli	0	0	115	767	0	883
5690 Other Program & Event Cost	0	13,364	115	230	0	13,709
Total 56-Program Costs	1,268	29,512	7,830	2,508	0	41,117
57-Admin Exp.						
5710 Bank Fees & Charges	17	15	5	1	0	38
5720 Insurance	1,632	0	0	0	0	1,632
5730 Member Dues-Other Agenc...	350	0	0	0	0	350
5750 Taxes, Permits & Filing Fe	25	0	200	0	0	225
Total 57-Admin Exp.	2,024	15	205	1	0	2,245
Total Expense	3,608	29,527	8,035	4,009	0	45,179
Net Income	-1,718	15,553	1,446	461	75	15,818

American Canyon Arts Foundation
Membership Report--Summary
 January through December 2022

Date	Name	Memo	Amount
Income			
41-Contributions			
4180 Memberships			
01/30/2022	Lee Bufalini	Individual Membership Renewal, actually paid on 1/15/22	35.00
01/31/2022	Toni Richey	Individual Membership Renewal	35.00
01/31/2022	Brent Beck	Individual Membership Renewal	35.00
01/31/2022	Elizabeth Goff	Family Membership Renewal	65.00
01/31/2022	Francois Bowlby	Individual Membership Renewal	35.00
01/31/2022	Patti Krueger	Individual Membership Renewal	35.00
01/31/2022	Brenda Knight	Individual Membership Renewal (even though she's a Lifetime Member)	35.00
01/31/2022	Jonette McNaughton*	Family Membership Renewal	65.00
01/31/2022	Roberta & Steve LaBaw	Family Membership Renewal	65.00
01/31/2022	Mark & Cheryl Joseph	Family Membership Renewal	65.00
02/07/2022	Charlotte Chiolero	Individual Membership Renewal, ck dated 2/1/22	35.00
02/14/2022	Nathell Buford	Family Membership Renewal; ck dated 2/6/22	65.00
02/14/2022	Terry Birkholz	Family Membership Renewal (Thomas & Terry); ck dated 2-1-22	65.00
02/27/2022	Eric Sabee	Family Membership Returning Members (Eric & Elizabeth); rec'd 2-10-22	65.00
02/27/2022	Dakota Lim	NEW Student Membership; rec'd 2-16-22	10.00
02/27/2022	Shanda Neumeier	Family Membership Renewal (Shanda & Chris); rec'd 2-22-22	65.00
03/04/2022	Daniel Callnon	NEW Band Membership (Keep on Truckin')	80.00
03/04/2022	Orlando Ramos	NEW Band Membership (Don Gato)	80.00
03/04/2022	Teresa Abeyta	Individual Membership Renewal	35.00
03/07/2022	Gloria Fouts	Individual Membership Renewal	35.00
03/09/2022	Shake It Booty Band	Band Renewal (c/o Katrine Spang-Hanssen)	80.00
03/23/2022	Clarence Mamaril	Band Membership Renewal	80.00
05/18/2022	Dennis Ariza	Individual Membership Renewal	35.00
06/03/2022	Danny Morgan	NEW Family Membership: Morgan Family (Danny, Michelle, Eliza Smiddy...)	65.00
07/01/2022	Lowell Stephenson	NEW Adult Band Membership, Get With It Band	80.00
07/01/2022	Raquel Marie Clark	NEW Individual Membership	35.00
10/31/2022	Patti Krueger	Patti Krueger, Individual Membership Renewal for 2023	35.00
	Total 4180 Memberships		<u>1,415.00</u>
	Total 41-Contributions		<u>1,415.00</u>
	Total Income		<u>1,415.00</u>
	Gross Profit		<u>1,415.00</u>
	Expense		<u> </u>
	Net Income		<u><u>1,415.00</u></u>

Letter of Intent:
American Canyon High School Art & Musicfest 2023-24

The American Canyon Arts Foundation is seeking a grant from **Napa Valley Presents** to produce our second annual ACHS Art & MusicFest event, during the 2023-24 School Year.

Last year, with grant funding from the *Arts Council Napa Valley* and local sponsors, we produced the inaugural event in October 2022. Working with the Visual and Performing Arts (VAPA) faculty, we hosted an Art Show including paintings, photography, and ceramics; and several music/dance programs. Reflecting our diversity, two of our performances were from the Korean Culture Club and the Polynesian Dance Club.

The event's goal is threefold: highlight the creativity of our students; create a sustainable event that will help raise funds for the VAPA program; and build a partnership between the school and our community.

With this grant, our goal is to expand the offerings at the next festival (particularly our drama department, as well as spoken/written word entries). We also want to begin promoting the event more to the community (in our first year, most of the audience were fellow students and some of their parents). Ultimately, we want the program to attract enough sponsors so we can use the net proceeds to supplement the VAPA budget at our high school.

During our first event, we had approximately 100 students participating. We hope to double that number by expanding the number of categories and the participants within those categories. Having completed a successful event, we will be in a better position to encourage greater participation, particularly if we have a large enough budget to offset the cost of supplies and materials.

We also hope to expand the number of community audience members to 200 or more. This will be accomplished through contracting with a local social media/marketing individual or company. In our first year, we focused on producing the event and we did not have the funds to contract with a professional promoter. Much of the effort was word of mouth or limited social media and flyers.

The date of the next event will be during the 2023-24 school year. Although we held the first event in October, we need to work with the faculty to assess if a better time of year would be better. Given the parameters of the grant, we would hold the event on or before March 31, 2024.

We were able to receive one large sponsorship and made a limited amount of money selling T-Shirts. We expect a similar amount of non-grant revenue this year, but hope to grow that amount over time, as the event becomes larger and more successful.

We have not finalized our budget, but we expect the cost to be in the \$5-10,000 range. This would be large enough to allow us to provide awards for our student artists, materials and supplies, and funding to market and promote the event.

The *American Canyon Arts Foundation* was established in 1992, shortly after the City was incorporated. It is one of the oldest nonprofits in American Canyon. During most of its history, it produced Art shows, some musical performances (generally in partnership with Brenda Knight Events, a local event-planning business), crafts shows and a variety of community events, often in cooperation with the City's Recreation Department. In addition to our art and music shows, we have maintained two other programs: our Arts & Culture program (reflecting the diversity of our community) and Public Art installations.

We have always operated with limited resources, using volunteer labor. In recent years, we have focused more on music and live performances, and we are relying more on grants and service revenue to help fund our events and programs. Our budget traditionally was around \$20-25,000 per year; in 2022 we expect to double that amount.

Our mission states we “strive to maintain, enhance and support the role of the arts in our community.” Our three primary objectives are as follows:

- To familiarize the public with the recreational, cultural and economic significance of the arts;
- To encourage and promote local artists; and
- To provide financial and other assistance to our public school arts programs.

The Arts & MusicFest program clearly fits all three objectives, and we are excited about the Napa Valley Performs grant, which will allow us to grow and expand this event.

Subject: [External] Collaboration to bring Filipino Artist to AC
Date: Thu, Nov 03, 2022 at 3:49pm
From: "Kasaysayan LearningCommunity" <kasaysayannvc@gmail.com>
To: "Mark Joseph" <mjoseph@cityofamericancanyon.org>,
"clarencemamaril@gmail.com" <clarencemamaril@gmail.com>

Hello Clarence and Mark,

I hope you're both well. I wanted to extend my gratitude for our collaboration for the Filipinx American History Month event in AC on the 19th. Maritza had an amazing time and Mel has supported Kasaysayan from the very beginning.

I have another opportunity to have another Filipino artist come to AC this time he is from the Philippines and is only here until January 2023. He is a babayin (indigenous Filipino language/writing) artist and he would love to share his works with us.

I was wondering if this is something the Arts foundation would be interested in? He would ask for an honorarium of \$500 if possible.

Kasaysayan can take care of food and any other supplies as well as promotional materials similar to the last event.

Please let me know if this something the Arts foundation is interested in. I'd like to have the event soon so we can and hopefully at a space in American Canyon again.

Thank you and I look forward to hearing from you,

Nicollette

Subject: Re: Checking In

Date: Mon, Oct 31, 2022 at 8:59am

From: "Anne Pentland" <anne@nimbusarts.org>

To: "Amcan Arts" <amcanarts@gmail.com>

Cc: "Jonette McNaughton" <jonette.mcnaughton@gmail.com>, "Patti Krueger" <pattikrueger@hotmail.com>, "Jamie Graff" <Jamie@nimbusarts.org>, "Clarence E. Mamaril" <clarenceem@aol.com>

Wonderful to hear from you!

When you have the time after your reelection campaign, what we need to proceed is:

The exact measurements, length and width, of each panel.

From there we will get a cost from our builder to install with the cleat system on the exterior wall of the Boys and Girls Club. Then you will have a clear sense of the cost to install.

Once the frames are constructed, we (myself and our team) can assist with cementing to the frame supports, cleaning, and finally grouting, before the builder installs them. There may be some expense associated with this portion, as well. I must defer to Jamie on that.

January/February is a good time frame for us, if it works out. We have our spring fundraiser in May so would likely not be much help to you after March.

Thank you,

Anne

Sent from my iPhone

| ...