



Board of Directors AGENDA—April 12, 2022

Chamber of Commerce Welcome Center (& via Zoom)

CALL TO ORDER – 7:00 p.m.

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 March 8, 2022
2. Approve Financial Reports for March 2022
3. Receive and File Membership Report for 2022 Year-to-date

COMMITTEE REPORTS

1. Juneteenth Event (& Arts and Culture Grant update)
2. ACHS Art & Music Event (grant-funded)
3. Hispanic Celebration Event (grant-funded)
4. Member Services—Social Event at Mare Island

BUSINESS CALENDAR

1. Community Music and Art Event at Canyon Plaza
2. Art Extravaganza for 2022
3. Safety & Risk Management Policy--update

OTHER BUSINESS/FUTURE AGENDA ITEMS

- Meet Me in the Street: June 8, July 13, August 10
- Juneteenth Event, June 19, All Day
- Community Music & Art at Canyon Plaza—June, July, August?
- July 4th
- Hispanic Celebration Event (July 13 or August 10)
- Art Extravaganza—August?
- ACHS Art & Music Event – October
- Pumpkin Path, Oct. 1
- City's 30th Birthday Event, October
- FilAm Parol Event—November?
- Holiday Boutique—December

Announcements

1. Rock into Spring, Sat. April 16, 1-4pm (Canyon Oaks, ACMS & Donaldson)
2. Earth Day Event, Friday, April 22 from 4:30-7:00, Wetlands Edge Park

ADJOURN

Join Zoom Meeting

<https://us02web.zoom.us/j/82643857602?pwd=dkRpZmUwK1N5cVNWdit1SW9pVVNYdz09>

Meeting ID: 826 4385 7602 Passcode: 621501

One tap mobile

+16699009128,,82643857602#,,,,*621501# US (San Jose)

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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.

ACAF Board Meeting Minutes

March 8, 2022 – Page Two

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
Balance Sheet--Prior Year Comparisons

As of March 31, 2022

	Dec 31, 18	Dec 31, 19	Dec 31, 20	Dec 31, 21	Mar 31, 22
ASSETS					
Current Assets					
Checking/Savings					
ACAF Checking					
General Operations	0	0	0	10,665	11,532
CalNonProfits Grant	0	0	0	3,634	2,916
Scholarships	0	0	0	165	200
Public Art	0	0	0	3,333	3,333
ACNV 2021 Grant	0	0	0	2,500	2,500
21 ACNV-ACHS Event	0	0	0	0	2,500
ACAF Checking - Other	17,228	16,916	14,583	0	0
Total ACAF Checking	17,228	16,916	14,583	20,297	22,981
PayPal Account	5,950	7,290	7,406	8,445	8,931
Total Checking/Savings	23,178	24,206	21,989	28,742	31,912
Accounts Receivable					
Accounts Receivable	0	0	0	0	6,061
Total Accounts Receivable	0	0	0	0	6,061
Total Current Assets	23,178	24,206	21,989	28,742	37,973
Other Assets					
Equipment & Fixtures	3,036	3,036	3,036	3,036	3,036
Total Other Assets	3,036	3,036	3,036	3,036	3,036
TOTAL ASSETS	26,214	27,242	25,025	31,778	41,009
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	0	1,838	0	0	0
Total Accounts Payable	0	1,838	0	0	0
Other Current Liabilities					
Equip-Fixture Offset	3,036	3,036	3,036	3,036	3,036
RF-Grants	5,300	0	0	0	0
RF-Public Art	2,725	3,022	3,532	0	0
RF-Scholarships	25	75	90	0	0
Sales Tax Payable	8	170	1	5	5
Total Other Current Liabilities	11,094	6,302	6,658	3,041	3,041
Total Current Liabilities	11,094	8,140	6,658	3,041	3,041
Total Liabilities	11,094	8,140	6,658	3,041	3,041
Equity					
Retained Earnings	12,039	15,120	19,102	18,367	28,737
Net Income	3,081	3,982	-735	10,371	9,231
Total Equity	15,120	19,102	18,367	28,737	37,968
TOTAL LIABILITIES & EQUITY	26,214	27,242	25,025	31,778	41,009

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

	Jan - Mar 22	Jan - Mar 21	\$ Change	% Change
Income				
41-Contributions				
4100 Grants	2,500	0	2,500	100%
4150 Donations and Sponsorships	0	250	-250	-100%
4151 Donations-ACAF Members	345	110	235	214%
4180 Memberships	1,165	1,370	-205	-15%
Total 41-Contributions	4,010	1,730	2,280	132%
42-Service Inc.				
4240 Entry Fees	0	-40	40	100%
4250-Annual Dinner Tickets	225	0	225	100%
4290 Other Service Income	6,061	0	6,061	100%
Total 42-Service Inc.	6,286	-40	6,326	15,815%
44-Sales				
4420 Non-Taxable Sales	0	512	-512	-100%
Total 44-Sales	0	512	-512	-100%
Total Income	10,296	2,202	8,094	368%
Gross Profit	10,296	2,202	8,094	368%
Expense				
52-Member Benefits				
5250-Annual Dinner Expense	317	0	317	100%
Total 52-Member Benefits	317	0	317	100%
56-Program Costs				
5620 Facility & Equip. Rental	300	300	0	0%
5625 Hospitality	84	0	84	100%
5688 Inventory - Program Suppli	0	222	-222	-100%
Total 56-Program Costs	384	522	-138	-26%
57-Admin Exp.				
5710 Bank Fees & Charges	14	15	-1	-5%
5730 Member Dues-Other Agencies	350	350	0	0%
Total 57-Admin Exp.	364	365	-1	-0%
Total Expense	1,065	887	178	20%
Net Income	9,231	1,314	7,916	602%

American Canyon Arts Foundation

04/10/22

Profit & Loss by Class

Accrual Basis

January through March 2022

	<u>10-General & ...</u>	<u>41-Member Se...</u>	<u>44-Community...</u>	<u>45-Public Art</u>	<u>TOTAL</u>
Income					
41-Contributions					
4100 Grants	0	0	2,500	0	2,500
4151 Donations-ACAF Members	210	0	60	75	345
4180 Memberships	1,165	0	0	0	1,165
Total 41-Contributions	1,375	0	2,560	75	4,010
42-Service Inc.					
4250-Annual Dinner Tickets	225	0	0	0	225
4290 Other Service Income	0	6,061	0	0	6,061
Total 42-Service Inc.	225	6,061	0	0	6,286
Total Income	1,600	6,061	2,560	75	10,296
Gross Profit	1,600	6,061	2,560	75	10,296
Expense					
52-Member Benefits					
5250-Annual Dinner Expense	317	0	0	0	317
Total 52-Member Benefits	317	0	0	0	317
56-Program Costs					
5620 Facility & Equip. Rental	300	0	0	0	300
5625 Hospitality	68	17	0	0	84
Total 56-Program Costs	368	17	0	0	384
57-Admin Exp.					
5710 Bank Fees & Charges	14	0	0	0	14
5730 Member Dues-Other Agenc...	350	0	0	0	350
Total 57-Admin Exp.	364	0	0	0	364
Total Expense	1,048	17	0	0	1,065
Net Income	552	6,044	2,560	75	9,231

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	Indivdual 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 Memberhsip 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
Total 4180 Memberships			1,165.00
Total 41-Contributions			1,165.00
Total Income			1,165.00
Gross Profit			1,165.00
Expense			_____
Net Income			1,165.00

The City of American Canyon's

1st Annual

JUNETEENTH Celebration

in partnership with American Canyon Arts Foundation

Main Street Park/Napa Junction, Hwy 29 and Eucalyptus, American Canyon, CA
Speakers, Live Entertainment, Food Trucks, Vendors, Kidzone

Admission is **FREE**. Limited reserved seating available for **\$30**

Juneteenth + Father's Day = A Family Day of Celebration

For additional information: Brenda Knight Events – (707) 319-4773

SAVE

THE

DATE!

SUNDAY

19 JUNE 2022

1:00-6:00 p.m.