



Meeting Minutes

January 8, 2014

Present:

Boardmembers: Chair Jamie Murray
Co-Chair Kresta Robinson
Treasurer Sam Porter
Mariah Bailey
Melanie Rollins
Spencer Rollins

Secretary Judy Merrill

Excused:

Jared Jensen
James Hansen
Becky Snarr
Advisor, City Councilmember Karianne Lisonbee

1. Opening Business.

Chairman Jamie Murray called the meeting to order at 8:06 p.m.

JAMIE MURRAY MADE A MOTION TO ADOPT THE JANUARY 8, 2014, SYRACUSE CITY ARTS COUNCIL AGENDA AS OUTLINED, SECONDED BY MELANIE ROLLINS; ALL VOTED IN FAVOR.

JAMIE MURRAY MOVED TO ADOPT THE MINUTES OF THE NOVEMBER 6, 2013, MEETING AS WRITTEN; MELANIE ROLLINS SECONDED THE MOTION; ALL VOTED IN FAVOR.

2. Symphony Orchestra Update.

Mariah explained that she had been sick on December 20, 2013, and therefore had been unable to attend their performance at the Syracuse High School. Jamie mentioned that she had not been able to attend as well, so she could not report on it either. Mariah said her neighbor had seen the performance, however, and said it lasted only thirty minutes. Mariah expressed frustration over its lack of publicity and not having had time to do more and recommended that someone in the Orchestra be responsible for that role in the future. Jamie said the Publicity Committee was willing to fulfill that task but always had a very difficult time getting any information or direction from the Orchestra. She suggested meeting with the Orchestra Board with her to decide how to handle publicity going forward.

3. Review of Terms for Members of the Board of Directors.

Kresta had not acquired the list of terms from City Recorder Cassie Brown yet, so Judy agreed to work with her over the next few weeks to have that ready for the next SCAC meeting.

Jamie asked Judy if she was ready to accept a nomination to return as a voting member of the Board. Judy expressed her willingness to continue serving as either a voting or non-voting member.

JAMIE MURRAY MADE A MOTION TO NOMINATE JUDY MERRILL AS A VOTING MEMBER OF THE SYRACUSE CITY ARTS COUNCIL BOARD AND TO CONTINUE SERVING AS ITS SECRETARY, SECONDED BY SAM PORTER; ALL VOTED IN FAVOR.

Kresta agreed to submit Judy's name to the Mayor for consideration and approval with the consent of the City Council prior to the February SCAC meeting.

Jamie asked that everyone consider and propose a committee to chair at the next SCAC Board meeting. Mariah was already chairing the Music Committee, which included the Orchestra, Sam was the Treasurer, James was over the website, and Judy was the Secretary. Jamie asked the others to accept positions to chair the Publicity, Theatre, Volunteers, Sponsorships, Donations, and Fundraising committees as well as any other programs approved in the future.

JAMIE MURRAY MOVED TO TABLE THIS ITEM UNTIL THE NEXT SYRACUSE CITY ARTS COUNCIL BOARD MEETING SO THAT EVERYONE COULD PROPOSE A COMMITTEE TO CHAIR AND DISCUSS APPLICABLE BUDGETING NEEDS AS WELL AS REVIEW BOARD TERMS. MARIAH BAILEY SECONDED THE MOTION; ALL VOTED IN FAVOR.

4. Review and Recommendations on Proposed Bylaws.

No one had any new changes to the proposed Bylaws.

JAMIE MURRAY MADE A MOTION TO ADOPT THE SYRACUSE CITY ARTS COUNCIL BYLAWS AS PROPOSED, SECONDED BY MELANIE ROLLINS; ALL VOTED IN FAVOR.

5. Report on the SCAC Website Revisions.

Sam said that, when he was on the SCAC page of the City's website, there was no Board meeting minutes for 2013, except September's. Judy explained that the City Recorder recommended posting the minutes only on the SCAC's website and to only have the agenda's on the SCAC page of the City's website.

Jamie asked to have her personal phone number removed from the Sponsorship Information section of the SCAC website. She also asked for the Concerts in the Park page to be deleted since the SCAC would not be providing those anymore. She preferred to convert that page into a Meet Your Volunteers page with bios of the Board and identifying who was over each committee and providing contact information.

The Orchestra had no schedule listed, so Jamie asked Mariah to work with them in posting their practices and performances on the website as well as creating a volunteer section with an email link. The City requested pictures of the Orchestra to post on the website, so Mariah accepted the task of finding people who took pictures of the December concert for both the City and SCAC websites.

Jamie explained that the Blog page should not be separate from the home page and asked that those be combined or the Blog page removed.

Jamie expressed concern about the Board's lack of representation for the website, due to James's schedule and information coming through third hand. She pointed out that the Sponsors page needed corrections and wanted Kresta removed from the contact page. The Board discussed the need for a phone number dedicated to messages that could convert into emails. Kresta offered to check with the IT Director, TJ Peace, about their options, and Jamie agreed to check on Google for other options.

Jamie asked again for everyone to review the website and forward comments to her.

6. Report on 2013 Budget.

Sam said he still needed to close up the budget, since there was still an outstanding issue with MTI and the last set of receipts received that evening. In February, he would distribute a budget summary for 2013, and the Board could discuss the goals for 2014 in March and solidify in April.

Jamie thought their timing for last year's musical was perfect, since it provided a month of summer for the cast and committees to recover before the school year began, and their attendance was much higher as well. She recommended keeping this timeframe for 2014.

Mariah suggested paying the directors, and Judy strongly agreed. Jamie pointed out that they were having trouble recruiting directors because of other cities paying their directors \$1,000+ for that position. However, she referred to the City Ordinance, which stipulated that:

Members shall serve without compensation, and all services performed shall be deemed "voluntary services" for purposes of The Utah Governmental Immunity Act. Members shall be deemed

“volunteers” for purposes of City ordinances, rules, regulations, and policies concerning personnel, except that the Board shall provide for reimbursement of actual expenses incurred upon prior approval, or for reasonable and necessary expenses incurred in the performance of their duties as determined appropriate by the City Council and upon presentation of proper receipts and vouchers. All expenses shall be consistent with the City’s purchasing policy and subject to administrative rules as established by the City Manager.

Jamie also pointed out that the newly-adopted Bylaws also stipulated that:

The Syracuse City Arts Council is a not-for-profit organization. No member of the Organization shall profit in any tangible way from its activities.

Kresta offered to verify with the City Attorney as to whether the SCAC could pay their directors. Mariah believed that the Theater Committee began meeting in January and recommended organizing it immediately to start discussing this year’s production.

JAMIE MURRAY MOVED TO TABLE THIS ITEM UNTIL THE NEXT SCAC BOARD MEETING; MELANIE ROLLINS SECONDED THE MOTION; ALL VOTED IN FAVOR.

7. Discussion of 2014 Musical Production.

JAMIE MURRAY MADE A MOTION TO TABLE THIS ITEM UNTIL AFTER AGENDA ITEM 8, SECONDED BY SAM PORTER; ALL VOTED IN FAVOR.

JAMIE MURRAY MOVED TO RETURN TO AGENDA ITEM 7; SAM PORTER SECONDED THE MOTION; ALL VOTED IN FAVOR.

Jamie preferred getting their budget in place before organizing the Theater Committee. Kresta pointed out that their budget was healthy and believed it safe to move forward. She also referred to a resident, Robert Hill, who had 3D imaging capabilities, had helped with the Pumpkin Walk, and wanted to do more for the City. She suggested using him for some of the set needs for the musical production.

While discussing possible directors, The Rollins recommended Dennis Ferrin, who retired from directing at Layton High. Spencer agreed to contact him and see if he would be interested.

8. Walk-In Items of Discussion.

Kresta said that Jay Garvey called her with an interest in performing at Heritage Days for the SCAC. She asked the Board what she should tell him. After some discussion, she was directed to tell him that it was already reserved for the Orchestra.

7. Adjournment.

MARIAH BAILEY MADE A MOTION TO ADJOURN AT 9:25 P.M.

Action Items From This Meeting:

Jamie Murray/Mariah Bailey

- Meet with Orchestra Board to discuss publicity needs and best options to meet those goals

Jamie Murray

- Research Google about contact options for the public to use for volunteering or asking questions

Mariah Bailey

- Work with the Orchestra to create a schedule of all their practices, planned and proposed performances, and a volunteer section to post on the website with an email link
- Find pictures of Orchestra performances to post on the Orchestra’s page of the SCAC website and the SCAC’s page of the City’s website

Kresta Robinson/Judy Merrill

- Acquire the adopted list of terms for appointed SCAC Board members to present at the upcoming meeting

Kresta Robinson

- Be prepared to report on the status of the Board’s nomination of Judy’s appointment

- Check with the IT Director about the possibilities of dedicating a phone extension for the SCAC and even being able to convert them to emails
- Check with the City Attorney as to whether the SCAC can pay the musical production directors
- Let Jay Garvey know that the Heritage Days performance during the fireworks was already reserved for the Symphony Orchestra

James Hansen

- Have Jamie Murray’s personal phone number removed from the Sponsorship Information section of the SCAC website, delete the Concerts in the Park page, correct the Sponsors’ page, remove Kresta Robinson’s information from the Contact page, and either combine the Blog page with the Home page or delete it. Also, be prepared to discuss the possibility of creating a Meet Your Volunteers page with bios of the Board, identifying who was over each committee, and contact information

Spencer Rollins

- Contact Dennis Ferrin to see if he would be interested in directing this year’s musical production

Melanie Rollins/Spencer Rollins/Jared Jensen/Becky Snarr

- Be prepared to propose a committee to chair (Publicity, Theatre, Volunteers, Sponsorships, Donations, and Fundraising)

All Board Members

- Be prepared to discuss budget needs for each Committee
- Review both the SCAC page of the City’s website and the SCAC website and email recommended changes/corrections to Jamie Murray