

Prince William County Arts Council
Monthly Board Meeting
January 10, 2023 at 6:30 PM (refreshments at 6pm)
James J. McCoart Building

Call to Order—Chair

Alice Mergler called the meeting to order at 6:32pm, welcomed attendees and extended refreshments.

Roll Call—Secretary

Kelly Haneklau: Completed roll call and **13 directors were present**. There is a quorum. Guests were introduced.

Members of the Board Present

1. Alice Mergler – Board Chair
2. Kelly Haneklau – Secretary
3. Peter Alten – Treasurer
4. Susan Bardenhagen – Vice Chair for Programming
5. Victor Harper – Vice Chair for Marketing
6. Debora Madsen – Vice Chair for Nominations
7. Sean Peck (Dir. Shenandoah Sound)
8. Wanda Lee Smith – Neabsco Appointee
9. Jordan Exum (Director ARTfactory)
10. Elysabeth Muscat (Virginia National Ballet)
11. Ebenezer Allotey (TEMA Choir, USA, Inc.)
12. Diane Bennett (Manassas Symphony Orchestra)
13. Dawn Franklin – Gainesville Appointee

Members of the Board Absent

1. Carylee Carrington (Excused)
2. Ronald E. Crigger (Excused)
3. Brenda Johnson (Excused)
4. Angelica (Angel) Lopez (Excused)
5. Jesus Torres
6. Catrina D. Stroman
7. Dave Roberts
8. Jina Kang
9. Desirea Moore-Mitchell
10. Heather Gorrell

Guests and Staff Present: Diane Roebuck (Prince William Community Band), Roni Taylor (Prince William Community Band), Lilia Vannett (individual member), Mark Cohen (Woodbridge Community Choir), Amir Wenrich (Assistant Director of Marketing, DPRT), John Blevins (Assistant Director for Recreation, DPRT), Kim B Miller (Poet Laureate Emerita), Krys Bienia (Woodbridge Dance Company), Jackie Thomas (GEM Theater), Emily Smith (Hylton Performing Arts Center), Herb Williams (Arts Recreation Specialist, DPRT), and Donald Garrett (Parliamentarian).

Minutes Approval—Chair

Alice Mergler moved (Victor Harper seconded), “*To approve the September, October, and December minutes.*”

- Susan Bardenhagen asked for the recording claiming it did not match what happened at the meeting in December, and September and October minutes did not capture everything. Seth said the recording for December will be made available.
- Kelly Haneklau noted that the minutes are supposed to be a synopsis and not word for word and the board voted that including the recording link along with the notes would suffice. Four pages were written for each month, and in great detail, to include everything. The recording link was included in the September and October minutes that were emailed to the directors.
- Wanda Lee Smith asked about “abstained vote” procedure and if someone could vote if they weren’t in attendance at a meeting the minutes were being voted on. The parliamentarian stated abstained votes were not needed for all votes and that someone could vote on minutes from a meeting they were not in attendance of, since the minutes were sent out in advance of the meeting.
- The motion was **ADOPTED** by a vote of 9 in favor and 1 opposed.

New Business: Introduce Guests—Chair

- Seth Hendler-Voss introduced Amir Wenrich, head of the County website and he gave updates on the Arts Council site. It should be up and running by the end of January.
- Sean Peck asked about the minutes, agendas and member information location. Amir Wenrich stated it is currently on the County website and will be merged with the Arts Council website as a menu item.
- Elysabeth Muscat asked if members could email suggestions? Seth said once Amir Wenrich stabilizes the site, members can coordinate with the Marketing Committee to combine suggestions for consideration.
- Susan Bardenhagen asked if website could be for press releases. Amir Wenrich said yes.

New Business: Election to fill Board Member vacancy—Chair

Debbie Madsen moved (Dawn Franklin seconded), “*To postpone the Director vote until the Spring.*”

- Susan Bardenhagen said there are two vacancies, one for Susan Landess and one for Sandra McClellan Lewin.
- Peter Alten said the Charter states the Council only needs between 17 and 25 directors, therefore a vote is not required.
- Susan Bardenhagen believes it is up to the Directors to decide and not the Chair so she moved that the two seats be filled. Alice Mergler stated the motion was already on the floor and Susan Bardenhagen would then vote “no” on this motion if she did not agree.
- The motion was **ADOPTED** by a vote of 9 in favor and 4 opposed.

New Business: Charter Amendments—Chair

- Alice Mergler asked Dawn Franklin (Chair of Charter Committee) to speak to the updates. Dawn Franklin stated she got some really good input, but asked tonight for more member input (from all members) before a final draft could be properly presented.
- Alice Mergler and Seth Hendler-Voss reiterated that all meetings need to be in person and publicized with a three-day notice -especially these important ad hoc committee meetings for the Charter.
- Krys Bienia asked if there was a county guide on suggestions for what is appropriate and reasonable commentary for a Charter. Donald Garrett stated the Charter is the Arts Council's "bylaws". Look at other county councils to see what they have included. Aspirational statements can also be included.

DPRT Report—Seth Hendler-Voss

Wished all a Happy New Year and announced the recommendation of the new Operating Budget will be out Feb. 14, to be decided upon by April. He is guessing there is no big change to the budget. However, it is a political process and a lot can change between now and April, so stay engaged, come to meetings.

Treasurer's Report—Treasurer

Peter Alten stated the paid dues are \$3520 (for technical grants). Special events income line (mostly at OSA) was generated by activities at the gallery for gallery support and is not available for TA grants. One technical grant for Lake Ridge Chorale for \$500 up for vote. The grant is to fray the costs associated with the National Conference attendance. There was a balance of \$30,000 in one portion of the budget, we now have a balance of \$13,515. There is an encumbrance of \$3864 for marketing items (handouts/marketing materials). Another expense was a little more than \$13,000 for Arts Alive and Poet Laureate. The other portion we get money for is for the purchase of goods and services- We have \$29, 027 left, with an expenditure of \$5,000 for travel and other expenses. Peter stated we should pursue the development of public art. There is \$15,000 set aside for this.

- Elysabeth Muscat made a recommendation for cash awards for Seefeldt.
- Susan Bardenhagen asked for clarification of the money Peter commented on. Peter restated that 13,306 was spent. 13,515 left. The line item is \$30 some thousand. The grand total is a little more than \$62,000.
- Wanda Lee Smith asked if it was possible to get a report of the budget including the actuals line and balance. Herb Williams said he could send it to the directors if requested. Peter commented it would be to the directors only. Susan Bardenhagen commented it was sent out as an attachment on the last minutes.

Susan Bardenhagen moved (Sean Peck seconded), "*To accept Lake Ridge Chorale's application for \$500.*"

- The motion was **ADOPTED** by a vote of 12 in favor.

Marketing Report—Vice Chair of Marketing

Victor Harper wants to balance marketing and programming and bring purpose and meaning to our programs and identify our target audience and how the program benefits the Arts Council. Inside Nova will be hosting a webinar on Jan. 19 on how to grow your audience. Website has been discussed. New material is being accepted for the magazine. Submit content, pictures, programs, events to Herb Williams. We want outside people (not just family/friends of the artists) to attend Arts Alive and start marketing and do better than last year. Looking for committee members now. So far Mr. David Roberts is the only member. Victor Harper would like to have everyone work together on the committee. *The Barter Players* performance group performing Jack in the Beanstalk and Frosty the Snowman for free at Freedom H.S. for Spring and Fall 2023. <https://bartertheatre.com/the-barter-players/>

Programming Report—Vice Chair of Programming

Susan Bardenhagen informed the board of a free workshop for Accessibility and Inclusion Feb 18, 10:30-12 noon at the Hylton Performing Arts Center. Workshop Team-Building and Building Boards probably in February. A grant workshop by VCA had 6 people from the Arts Council in attendance. As soon as posted online, Susan Bardenhagen will send it through the proper channels. Working on Seefeldt Awards. Happening in May. Already working with Ms. Seefeldt. Send email to Susan Bardenhagen if you would like to be on the Seefeldt Committee.

- Dawn Franklin offered to review grants for anyone prior to submission.

Education update—Vice Chair of Nominations

Debbie Madsen informed the board of the education group meeting plans.

Liaison Report—Herb Williams

Herb Williams stated magazine submissions needed by Feb. 12. Herb wants to make sure that everyone understands the process of programming and how it works in the sense of getting together and forming a committee. The committees should be formed before anything else. Programming committee needs to get together before speaking to anyone. As Victor Harper stated with Marketing - identify things and take a step back and form the committee first. The opportunity to get things on the other end of the county for free is great through what Victor Harper reported. *The Barter Players* are a full production company and awesome. Tourism is always asking for things going on in the county. Welcomed ideas.

- Kelly Haneklau asked who was on the Program Committee. Susan Bardenhagen stated she was at a loss because she said she has been programs for many occasions and when they set up workshops, they went ahead and did it unless there was money and finance involved. There was a lot of input on this from Em Smith emails.
- Sean Peck asked for list of committees and members of the committees.
- Alice Mergler asked for a tourism guest speaker and Seth Hendler Voss said it shall be so.

Unfinished Business: Member Open Discussion—Public Art

Alice Mergler **TABLED** this until next meeting in the respect of time.

Announcements


Herb Williams stated he has business cards for the Directors and he will also hang onto some so he can share everyone's information when asked or needed.

Alice Mergler moved, *"To cancel the February 14, 2023, meeting."*

- The motion was **ADOPTED** by a vote of 12 in favor and 1 opposed.

Adjournment

The meeting adjourned at 9:00 pm.


Kelly Haneklau, Secretary