**Artportunity Knocks Board Meeting Minutes-Jan 28, 2017**

Official Start Time: 12:17pm

Located at:

Those in attendance (Rob, Khoi, Kristen, Stephanie, Chris, Jeff, Mike, Marie, Rose and Advisors: Nicole and Gloria)

Not in attendance (Mo, Devonya, Drew, Tiana).

**State of the organization:**

* 2 full-service after school programs, enrichment clubs, entertainment workshops, summer camps, community outreach events that all aim to empower youth.
* Since inception, over 20,000 students have attended Artportunity Knocks programs and outreach events
* Partnerships: Hands-On-Atlanta (Provided over 200 volunteers), Government Entities: City of Atlanta, DeKalb and Gwinnett County Parks and recreation (host our quality summer camps)

School Partnerships: Powder Springs Elementary, Latin College Prep, Atlanta Heights Charter school, Perkerson Elementary, and American Family Insurance Dream Foundation for allowing opportunities for low-income families.

* College Inspiration Programs allow for teens to explore more opportunities in entertainment technology and tour colleges in this field and currently more than 75% have been able to go to colleges to major in the entertainment field
* Overall revenues increased by 62% (opened new licensed facility and food program)
* State-licensed After school programs accounts for 65% of overall revenue for the Artportunity Knocks organization
  + Eligible for CAPS and CACFP funding. Requesting Delegation of Authority for us to operate as our own sponsor.
* Short-term goals: Expand After school programs by 1 to 2 schools per year through Atlanta region.
* Future Goals: Arts integration in schools, acquire our own facility (Atrtportunity Knocks Community Arts Center) which would provide transportation to participate in classes related to the arts,
* Continue our community outreach programs (backpack drive, American Cancer Society events, etc.)

**Financial Health:**

* Current assets: -15,000 (includes back taxes, operating costs, business loan.)
* CEO has a Debt Reduction plan in action:
  + Monthly payment plan with IRS current
  + Increase in Board commitment
  + Increase in grant writing and corporate partnerships
  + Opened Interest Reserve account: for putting aside funds from camps and after school programs with higher margins so that working capital will be available during the slow months (May, July, Nov, Dec)
  + Increase Program costs: After school costs $65/wk-Most Parents pay nothing if receiving CAPS. CAPS pay $110/wk for Summer camps, Parents pay 40)
  + Savings from CACFP involvement. Concern about being under a sponsor who takes 15% of the revenue was brought up. Suggestion by Ty Woods is to become our own sponsor. This will allow us to serve more meals and not have to pay a 15% fee. Would like to set a motion for becoming our own sponsor (added to the Agenda after approval)
* Upfront Facility costs: 6,000 (purchase equipment, science stations, technology stations, math, arts and crafts, first 2 months of teachers salaries.
  + Possible technology donations (laptops, organizations funding arts programs).
  + Possible grants from companies similar to American Family Insurance.
* Profit/Loss: Board member contribution (monthly donations would assist in budget planning), corporate contributions, American Family Insurance grant, increase company sponsorships, fundraising events from the kids performances, etc.

**Board Expectations**

* Learn the mission statement☺
* Be an Ambassador for the organization: advising in area of specialty
* Raise funds for organization to thrive: Give $500 or get $2000
* Be Active: Attend Board meetings, 2 major events (possibly 4)
* Board Development Recruitment: Recommend at least 1 Senior Level expert in their field that could advise/contribute as a board member.

**Motions:**

1. To increase board meetings to Monthly **APPROVED**

(After open discussion, a middle ground was agreed to 1 hr bi-monthly meetings with committees meets after. Alternate in-person meetings. Next Meeting last Sat in March via GoToMeeting conference call.)

2. To form structured committees: **APPROVED**

(After discussion, committees are: Internal Affairs (Finance, HR, Operations), Fundraising/Special Events, Radio Station, and Programs/Education)

Everyone signed up for at least 1 they are interested in. (Those not in attendance can review and sign up for a committee. Definition in board packet)

3. To become our own sponsor for the CACFP food program **APPROVED**

3a. Marie Hunter nominates Ty Woods to be appointed as CACFP Program Director.

3b. I, Tyneashia (Ty) Woods, accept the nomination and will be the Point of Contact and Program Administrator of the CACFP program **APPROVED**

4. To Nominate and vote for Board Seats (Winners in \*)

Board Chair

Nominee - \*Khoi Nguyen (Unanimous)

Vice Chair

Nominees - \*Kristen Fancher, Rose Majors, and Drew Macdonald

(Discussion: Drew has advised that he is no longer available for that level of commitment, Rose declined the nomination. Winner: Kristen Fancher)

Treasurer

Nominee- \*Marie Hunter, Jeff Karantza

(Jeff declined the nomination)

Secretary

Nominee - \*Tiana Fernandez (Incumbent)

**Committee added and interested members:**  
Programming & Education  
Kristen Fancher  
Rob Albertson  
Marie Hunter

Mohua Thakarta (to confirm)  
  
Internal Affairs  
Chris Woods  
Khoi Nguyen  
  
Fundraising & Events  
Michael Bracey  
Chris Woods – Events

Stephanie P. Graham  
  
Radio Station  
Chris Woods  
Chapeka Rose Majors  
Michael Bracey  
Jeff Karantza  
  
Misc (Arrived after roll call):

Gloria Neal - Guest  
Nicole Henderson - Advisory Member  
Rose Majors  
Michael Bracey  
Jeff Karantza

Review and Approved Unanimous by the Board March 25, 2017

Board Secretary