



Minutes of the Regular Meeting of the Board of Trustees
Wednesday, September 09, 2020

A meeting of the Cuyahoga Arts & Culture (CAC) Board of Trustees was called to order at 4:13 pm as a Virtual Event in accordance with Ohio General Assembly House Bill 197.

The roll call showed that Trustees Hanson, Mendez, Scott Taylor and Sherman were present. It was determined that there was a quorum.

Also in attendance were: CAC staff: Jill Paulsen, executive director; Luis Gomez; Meg Harris; Cheyanne Jeffries; Heather Johnson-Banks; India Pierre-Ingram; and Jake Sinatra.

1. APPROVAL OF MINUTES

Motion by Trustee Hanson, seconded by Trustee Scott Taylor, to approve the minutes from the April 15, 2020 Board meeting. Discussion: None. Vote: all ayes. The motion carried.

2. PUBLIC COMMENT ON MEETING AGENDA ITEMS

There were no public comments on the meeting agenda items.

3. EXECUTIVE DIRECTOR'S REPORT

Ms. Paulsen thanked everyone for joining her and the Board. Ms. Paulsen's remarks can be found [here](#).

4. FINANCE REPORT

Ms. Harris' report can be found [here](#).

5. BOARD ACTION – Finance and General Business

Election of Officers

Approval and vote of the slate of officers for the election for Cuyahoga Arts & Culture Board of Trustees.

Motion by Trustee Mendez, seconded by Hanson, to approve for the election of officers for Cuyahoga Arts & Culture Board of Trustees. Discussion: Vote: all ayes. The motion carried.

Approve updates to Internal Controls Policies and Procedures

Ms. Harris walked through the updates to Internal Controls Policies and Procedures. The updates to the policies will allow for a smoother process of sending out payments. Additionally, there is still a two-person review but online.

Motion by Trustee Hanson, seconded by Scott Taylor, to approve the updates to Internal Controls Policies and Procedures. Discussion: Vote: all ayes. The motion carried.

Approval of one-year lease with PSF

Ms. Paulsen updated Playhouse Square rental of a one-year lease. This will allow for an extension up to one-year but more flexibility to exit contract if need. Paying under market rate for space. Ms. Harris shared that we could exit out of the contract for rent within 7 months.

Motion by Trustee Hanson, seconded by Scott Taylor, to approve the updates to Internal Controls Policies and Procedures. Discussion: Vote: all ayes. The motion carried.

Approval of personnel report

Ms. Harris walked through the appointment of Luis Cartagena to the Audit and Finance Committee.

Motion by Trustee Scott Taylor, seconded by Mendez, to approve the updates to Internal Controls Policies and Procedures. Discussion: Vote: all ayes. The motion carried.

6. STRATEGIC ALLIANCE UPDATE

Trustee Sherman updated the Board on the strategic alliance project led by consultant WolfBrown to date. Trustee Sherman shared that that the parties continue to explore ways to collaborate and align work. That it will align our sector and Ms. Paulsen shared that three entities (CAC, Arts Cleveland, and Arts and Culture Action Committee) are working together on how-to best support organizations and partners. Ms. Paulsen shared that in the future there will be opportunity to engage and ask the public what it needs.

Ms. Paulsen shared that she would miss Megan Van Voorhis and working in partnership with her. It has been a process of trust and commitment.

Trustee Mendez shared that this is the time to align our visions for the future and support our arts community.

Motion by Trustee Mendez, seconded by Trustee Hanson, to approve the updates around the Strategic Alliance. Discussion: Trustee Scott Taylor hopes there is more clarity around her questions and gain more insight. Vote: all ayes. The motion carried.

7. ADJOURNMENT

Motion by Trustee Mendez, seconded by Trustee Hanson, to adjourn the meeting. Discussion: None. Vote: all ayes. The motion carried. The meeting was adjourned at 4:40 pm.

Charna Sherman, President, Board of Trustees

Attest:

Michele Scott Taylor, Secretary, Board of Trustees