



Board Meeting Agenda/Minutes

Tuesday, October 18, 2016

7pm-8pm

Starbucks in Target, Warrenville, Illinois

In Attendance: Liz Gardner, Elaina Whittenhall, Erika Rios and Melissa Hedlund

Motion to start meeting: Melissa at 7:03 p.m.; Liz seconded

Agenda

1. Approval of August Meeting Minutes: motion to approve minutes by Liz; seconded by Erika
2. Art Jam Review/Reflections
 - a. Location
 - i. Next year, we need a stage for the performers, as the stage brought in more people and gave the idea that the event was open to the public. Otherwise, we need signage facing the park from inside the pavilion.
 - ii. Otherwise, we could change the location out of the park—possibly into the alley downtown by TLOTH or closing off a street. We could combine Art Jam with First Fridays, running from 5-8 p.m. or 6-9 p.m. and having activities for kids and adults (e.g., possibly a henna tattoo artist).
 - b. Sponsors and Donations – We raised \$5,200 after all expenses were paid, but were closer to \$7,000 with in-kind donations as well.
 - c. Food – Sno Kone machine was a hit, but next year we'd only need 1 liter of syrup. We also had a lot of leftover nachos and pop, and if we made popcorn again, we'd need to get salt.
3. Financial Update
 - a. TLOTH has \$4,000 in the bank, and all bills are paid.
 - b. We received a \$1,200 grant from the Illinois Arts Council.
4. Strategic Plan: Liz motioned to approve at 7:33 p.m., Erika seconded, and all present approved.



5. New Business

- a. Liz will be opting out of the board at the end of this calendar year to avoid a conflict of interest, due to working as Melissa's supervisor at Linden Oaks Hospital. Liz has recommended another person to fill her spot on the board, possibly Jessica who is the IATA board's director of marketing. She could potentially increase TLOTH's social media presence.
- b. Liz has volunteered to begin and attempt to complete a set of policies and procedures by the end of her abbreviated term.
- c. Moving the studio? We will not be moving now because our current space is affordable and good enough.

6. Next Meeting Time: Tuesday, December 13, 2016, at 7:00 p.m., place TBD.

Motion to adjourn meeting: 7:42 p.m. by Melissa and seconded by Elaina. All approved.