



Board Meeting Agenda/Minutes

Wednesday, December 21, 2016

7pm-8pm

Corner Bakery in Warrenville, Illinois

In Attendance: April Hedlund, Liz Gardner, Elaina Whittenhall, Jessica Mascenic, and Melissa Hedlund

Motion to start meeting: Melissa at 7:11 p.m.; April seconded

Agenda

1. Approval of October Meeting Minutes: motion to approve minutes by Melissa; seconded by April
2. Financial Update
 - a. TLOTH has \$6,000 in the bank, and all bills (including two contract art therapists) are paid. Rent is our biggest expense at \$390 per month.
 - b. Melissa is applying for a grant from the Compassion Foundation, and we are hoping (based on past years) to receive about \$500.
 - c. Rush-Copley has renewed their contract with TLOTH for TLOTH to provide art therapy twice a month, and we'd like to reach out to their cancer center to see about expanding programming.
3. Programming Update
 - a. Schools, through CIS and a special arrangement with Nicholson Elementary, are TLOTH's main focus—as well as some individual work in the studio. CIS pays \$40 a contact hour, and the two contract art therapists see about fifteen clients a week between them.
 - b. Sarah's internship ended on 12/1/2016, and Ashley finished her internship on 12/16/2016. Sarah, however, will be continuing to colead (with Jacquie) the Parkinson's



group at Rush-Copley, but in a volunteer capacity in order to deepen her work as a professional since she has been doing the group for two years.

4. Voting in New Board Member – Melissa motioned at 7:19 p.m. to approve Jessica Mascenic as the board's new director of marketing; April seconded and all present approved. Jessica has some experience doing grant research, though she will primarily focus on expanding TLOTH's social media presence in order to increase client referrals or garner studio space rentals by the hour from other professional art therapists.
5. New Business
 - a. If Art Jam continues to be held in September and if we plan it to coincide with First Fridays, that means it will fall on Labor Day weekend. Melissa will verify that is the case by checking First Friday's calendar.
 - b. Options for Art Jam include kid-friendly activities in the alley in downtown Aurora followed by an adult-focused studio tour. We could have a scavenger hunt from the alley to the studio, and raffle an art piece once in the studio's gallery.
 - c. Liz is ending her role on the board as of December 31, 2016, and said parting words about her five-year tenure at TLOTH, which first started with TLOTH's advisory board.
 - d. Melissa will send Liz any information she currently has about policies and procedures by January 7, 2017, as Liz has volunteered to generate a rough draft of official Policies and Procedures for the board's next meeting.
6. Next Meeting Time: Tuesday, February 21, 2017, at 7:00 p.m. at Corner Bakery.

Motion to adjourn meeting: 7:48 p.m. by April and seconded by Liz. All approved.