



2100 E Thousand Oaks Blvd
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ACTION MINUTES

THOUSAND OAKS ALLIANCE FOR THE ARTS REGULAR BOARD MEETING

Thursday, July 13, 2017; 8:00 AM
Thousand Oaks Civic Arts Plaza – Acorn Room
2100 Thousand Oaks Blvd., Thousand Oaks, California

1. **CALL TO ORDER:** Meeting called to order at 8:03am in the Founders Room
2. **ROLL CALL:** Present – Chair Leanne Neilson, Vice-Chair Robert Biery, Treasurer John Bradley, Secretary David Mead, and Board Members Eloise Cohen and Judith Linton

Staff: John Adams, Tracy Noonan, Niki Richardson and Jonathan Serret; Additional staff present: Beth Neal
3. **PUBLIC COMMENTS:** None
4. **MINUTES:**
MOTION: Mead made motion to approve the minutes of the June 8, 2017 TOARTS Board Meeting, seconded by Biery; approved 6-0.
5. **OTHER BUSINESS**
 - A. **TOARTS Board Strategic Planning Retreat**
 - a. Scheduled for September 30, 2017; 8:00am – 12:00pm
 - B. **TOARTS Special Board Meeting**
 - a. Scheduled for August 18, 2017; 8:00am
6. **BOARD BUSINESS**
 - A. **BOARD ADMINISTRATION**
 - a. Record Retention Policy Approval
MOTION: Cohen made motion to approve Record Retention Schedule, as outlined by staff, seconded by Biery; approved 4-1, Mead absent and Bradley dissenting. Board to review for updates in January 2018.
 - B. **COMMITTEES**
 - a. Ad Hoc Nominating Committee – **No Action Taken**
 - b. Ad Hoc Investment Advisory Committee – **No Action Taken**
 - c. Dr. Raymond Olson Performance Grants Committee – **No Action Taken**



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C. DEVELOPMENT

- a. Angels Luncheon Debrief – **No Action Taken**
- b. Kids in the Arts *Noah's Ark* Debrief – **No Action Taken**
- c. Founders Services Report – **No Action Taken**
- d. Development Plan – **No Action Taken**
 - i. Special Events – TOARTS Board consensus to move forward with Founders Event in September
 - ii. Angels of the Alliance Plan FY 2017-18 – Review at August meeting

D. FINANCE

- a. Operating Budgets
 - i. Development Recommendations – **No Action Taken**
 - ii. End of FY 2016-17 P&L Report – **No Action Taken**; Review Format in August

E. PROGRAMMING

- a. CAP Presents Programming
 - i. FY 2016-17 ticket sales – **No Action Taken**
 - ii. FY 2017-18 ticket sales – **No Action Taken**
 - iii. Review of future CAP Presents programming – **No Action Taken**

F. FUTURE PROJECTS

- a. History Wall Project in Kavli Lobby – **No Action Taken; Return in August to decide Ad Hoc Committee formation**

7. EXECUTIVE DIRECTOR COMMENTS: No Action Taken

8. BOARD MEMBER COMMENTS: No Action Taken

9. AGENDA FOR NEXT MEETING: No Action Taken

10. ADJOURNMENT: Adjourned at 9:42 a.m. until 8:00 a.m. on August 10, 2017