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THOUSAND OAKS ALLIANCE FOR THE ARTS REGULAR BOARD MEETING

Thursday, September 13, 2018 – 8:00 A.M.
Thousand Oaks Civic Arts Plaza – Acorn Room
2100 Thousand Oaks Blvd., Thousand Oaks, California

MISSION STATEMENT

To advance, support, and present visual and performing arts, cultural events, and arts education at the Bank of America Performing Arts Center.

VISION

A place where the arts thrive for all.

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL:** Chair Leanne Neilson, Vice-Chair Robert Biery, Treasurer John Bradley, Secretary David Mead, Board directors Eloise Cohen, Judy Linton and Janet Scherr.
- 3. PUBLIC COMMENTS**
- 4. MINUTES**
 - A. Approve minutes from the July 12, 2018 regular Board meeting.
- 5. BOARD BUSINESS**
 - A. BOARD ADMINISTRATION**
 - i. Annual Strategic Planning Retreat
 - a. Authorize Board Chair to execute agreement with Brokaw Jackson Consulting for the facilitation of annual strategic planning retreats for a term running from July 1, 2018 through June 30, 2021 and not to exceed the sum of \$8,000 during the term of the agreement.
 - b. Discuss agenda and goals of September 17, 2018 Strategic Planning Retreat.
 - ii. Brand Identity and Communications Plan – Update
 - B. COMMITTEES**
 - iii. Ad Hoc Arts History Wall Committee – Update
 - iv. Ad Hoc Marketing Committee – Update
 - v. Arts & Business Council – Update

C. DEVELOPMENT

- i. Development Activities – Update

D. FINANCE

- i. Monthly financial update.
- ii. Concessions year-end financials.
- iii. Approve FY 2018-19 operating budget.

E. PROGRAMMING

- i. CAP Presents programming
 - a. CAP Presents programming policies and procedures.
 - b. FY 2018-19 ticket sales – Update
 - c. Review future CAP Presents programming
 - d. TOCAP 25th Anniversary programming

6. BOARD CALENDAR

- A. Additions or revisions to the calendar.

7. OTHER BUSINESS

8. EXECUTIVE DIRECTOR COMMENTS

- A. Review of status of year two strategic plan tasks.
- B. Board Planning Retreat – Monday, September 17, 2018

9. BOARD MEMBER COMMENTS

10. AGENDA FOR NEXT MEETING – October 11, 2018 at 8:00 a.m.

11. ADJOURNMENT

Any public documents provided to a majority of TOARTS Board Directors regarding any item on this agenda will be made available for public inspection at the Cultural Affairs Department Administration Office located at 2100 Thousand Oaks Blvd., Thousand Oaks, California 91362 during normal business hours. In addition, such writing and documents will be posted on the TOARTS website at www.toarts.org. Americans with Disabilities Act (ADA): In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the Cultural Affairs Department at 805-449-2700. Upon request, the agenda and documents in this agenda packet, can be made available in appropriate alternative formats to persons with a disability. Notification at least 48 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.