

**Seabury Academy of Music and the Arts  
Board of Directors Quarterly Meeting  
Minutes of June 25, 2019, 6:30 PM Meeting  
ARTWorks Gallery**

**Members Present:** Anthony Crisci, Elia Kopreski, Susan Leggitt (Board Vice President), Nick Revel, Jake Street (Artistic Director), David Ward (Treasurer), Steve Worth, Susan Cole (Secretary)

**Members not Present:** Jackie Lightfield

**The meeting was called to order at 6:45.**

- Previous March 12, 2019 minutes approved.
- Jake announced the Jackie Lightfield intended to resign, but that her resignation would not go into effect until he received a formal letter of resignation from her.

**Documents distributed:** Agenda, March 12 Minutes, Seabury Academy Financials Q3 Profit & Loss by Class, Mid-Day Music and Sunday Concerts, 2017-19 Breakdown, Annual Appeal 2019

**New Board Member Re-Vote**

- Anthony Crisci was voted in as a Board member unanimously.

**Treasurer's Report: Review of Financial Reports and Budget**

- David explained that the Financial Report for Q3 is basically in line with the projected budget.
- With more fundraising we will be in a good spot.
- Mid-Day Music is a little ahead of 2018.
- Artworks is a tiny amount below 2018 as of the end of Q3.
- Sunday and other concerts is behind 2018 by a small amount.
- The Chorister program is ahead of the 2018 budget by 54.44%.
- Fundraising income is ahead by 116.6%.
- Overall Seabury is in very good financial shape.
- The issue of Seabury's fiscal year which ends at the end of June, and the programmatic year came up again. The choristers trip to Washington and the accompanying expenses will be in July and therefore will be in next year's budget. Do we want a second set of fiscal records? Do we want to change to a fiscal year September- August?
- David has been very proactive with the placement of Seabury's assets. He wants to work on controls of cash box and selling of Stew's cards. If we purchase \$4000.00 in Stew's cards, but sell them over months, we need to ensure that the cash from sales goes straight to Seabury's bank account.
- David has been truly instrumental in researching ways to place all assets as there are lots of avenues to get a good return without money being "locked up". Is Fairfield County Savings the best choice? We could put money into CDs in a ladder of 3, 6, and 9 months and roll them over. Meanwhile, Allied Bank offers 2% on a checking account.

**Artistic Directors Report: End of Program Year Updates**

- The Chorister Program has been going really well. There has been good financial participation from the families. The choir from West Hartford will be Joining Seabury for the Washington trip in July.
- In assessing Mid-Day Music and the Sunday afternoon concerts, it becomes clear that sponsorships would be a huge help. Should we consider \$200.00 parish member sponsorships, as well as corporate sponsorships? Can we find volunteers to target donors, especially for the Sunday PM concerts which are better attended? Should we move towards a Sunday PM "Great Music on the Green" series, and move away from the Wednesday Mid-Day Music series to build up a regular crowd?

### **Vice President's Report**

- The next ARTWorks show opens July 21<sup>st</sup>. The featured artists are Ellen Gordon and Lina Morielli. Susan reported that it received great publicity in the Fairfield County Beat, and the Hour, among other places.
- Susan emphasized the need for more signage along the streets to publicize ARTWorks presence.

### **Grantwriting schedule: Anthony Crisci**

- The schedule for Fairfield County Council Foundation: a letter is due asking for a grant July 15; then the submission of the proposal is due in September. Other foundations to apply to are the Richardson Fund, United Way and Giuliani Foundation.
- How would we use the grant to help fulfill our mission? We could use the grant to provide a concert series to serve our community, or for Exploring Music and Arts Camp scholarships, or Seabury Academy scholarships or the program itself.
- If we receive grants, there is extensive follow-up with a budget, reports, etc.
- Does the Seabury Academy Board need to consider hiring an Executive Director to do all the administrative work?

### **Annual Appeal**

- Jake said because of St. Paul's need to raise money for structural repairs now, we will postpone Seabury's Annual Appeal. Our Board is committed to financially supporting Seabury and we would like to challenge the parish and community to match the money we raise.

### **New Board Member Possibilities and Needs**

- Susan is looking for someone to take over the gallery for her. Natasha Karpinskaia would love to take over the gallery directorship and possibly Ellen Gordon. The gallery is highly in demand with many artists asking for an exhibition here.
- Daniella would be very helpful to Seabury in building up the chorister group and recruitment. She's with the Suzuki School.

### **Next meeting**

- Tuesday, September 17<sup>th</sup>, 2019 6:30 PM

**The meeting was adjourned at 8:00 PM**