



CCPA Board Meeting Minutes

18 December 2023

via Zoom

Board Members present:

- Ed Kashin, Chair
- Thomas Hiura, Vice-Chair
- Lisa Plaxco, Secretary
- Allison Carter
- Jaci Guarena
- Sherry Franzen
- Mike Walker
- Deb Maher, Executive Director,
(non-voting)

Board Members excused: Debrae Firehawk and Linda Dievendorf

Staff and support:

- Barbara Bochnovic, CCPA staff
- Desiree Papenheimer, CCPA Staff
- Steven Berkson, Tech volunteer
- Sandra Bishop, contract scribe

Other attendees:

- Rachel Thiesmeyer
- Paul Deering from Coalescence

Welcome and Remarks from Chair – Ed Kashin

7:08 pm

There will be up to 3 minutes for each person for public comment, broken down to 30-second intervals if needed. Please type HAND in chat to be recognized to speak. No comments will be taken through chat. The Chair clarified that the Public Comment period is for member comments.

Any items from a Board member for discussion could be brought up under Agenda Review and possibly added to the agenda. Board member announcements could be made near the end of the meeting prior to announcing the date for the next Board meeting, or added directly before Public Comment; to be decided when planning the next agenda. There is generally no discussion of announcements.

Agenda Review

No changes to the agenda.

1. Oregon Cultural Trust presentation: Aili Schreiner, OCT Director

7:17 pm

Deb Maher, ED introduced the OCT Director, and reminded Board members that Oregon Cultural Trust has awarded a \$30,000 grant to the CCPA as part of the roof replacement.

Presentation and clarifying questions from the Board:

The Oregon Cultural Trust (OCT) allows an individual or business to donate to a nonprofit organization and also donate a like amount to OCT, that comes back to you as a tax credit when you file next year. There is no set amount for such giving. Each Oregonian gives as they can. Together it makes a big difference to arts, heritage and humanities work in the state. We allocated \$26 million in federal relief funds. Direct project grants are given. The OCT receives about \$5 million a year from 12,000 donors; 5% of the people in the state give \$5.2 million. If 20% of the population gave it would be \$22 million. Discussion and questions from Board members clarified that if you give \$500 to WOW (CCPA) and \$500 to the Oregon Cultural Trust this allows you to leverage more money. It is a way to pool funding. It was suggested that it would be a good idea for the Wow Hall/CCPA to ask each member to use this mechanism when making a donation to the Hall.

2. Minutes Approval **7:52 pm**
Minutes of Nov 20, 2023 CCPA Board Meeting
APPROVED unanimously.

3. Public Comments **7:53 pm**
Paul Deering, Coalescence – Commented on the difficulty in raising money to pay for an increase in rental rate. The increase in the rent would essentially make it impossible to continue to offer the educational and supportive sessions that Coalescence has offered at the Hall for many years. He stressed the need to support community-based programs. He pointed out that the Coalescence programs meet the Hall’s goals to become more community oriented. He is willing to meet and work with anyone to try to find a way to keep the program operating. It was suggested that Paul contact Deb, ED, to become part of the outreach and finance work group.

4. Organizational Highlights – Deb Maher, Executive Director **7:58 pm**
Deb spoke to Paul’s concerns about the WOW Hall’s proposed rent increase. Our rent rate is the standard rate for all nonprofits with an annual budget of over \$10,000. She also offered to Paul and Coalescence CCPA to serve as a fiscal agent with no administrative fees charged to Coalescence if they get a grant.

Operations, outreach and fundraising:

- Working with staff on greater efficiency and implementing ways to generate more income. Keeping payroll costs down. I’ve taken two pay cuts.
- Grants have continued to come in. We have received half of what was received last year.
- Deb attended the Music Policy Forum in Boise in early December and took part as a panel member. She continues to serve on the Independent Venue Coalition board working with other venues in the state to develop a statewide strategy to support venues.
- Deb continues to do regular outreach to the community through participation with both Eugene and Springfield Chambers of Commerce.
- Progress is being made on an MOU (Memo of Understanding) with the University of Oregon School of Architecture students working on design and construction of the

kiosk for merchandise sales upstairs. Construction will be modular units built off-site to be installed in the Hall later.

- There was a bit of a security issue – the lock on the breakers at the back of the building was broken. It was fixed. No other damage was done.
- There is a glitch in implementing the new volunteer tracking system. Will be worked out very soon.
- We continue to book more shows.
- We have a great team in place.

For more detail see: copy of **ED-Highlights-Nov-Dec 2023.docx**, 3 pages

5. Financial Report – Deb Maher, ED

8:06 pm

Deb went over the figures in the Budget-to-Actual financial report.

General operations:

- There is \$24,198 to the good for this month. We hope to end the fiscal year without a deficit and we are making progress in that direction.
- Approximately \$81,000 has come in from grants for general operations.
- Ticket sales are on the rise and there have been more beer sales.
- Expenditures from operations, payroll and production is down.
- In November there were 5 shows, attendance was 1.418, net income was \$55,635.

Capital improvements:

- There is \$22,698 in our capital campaign dedicated to Raise the Roof (\$16,170 has come in from July to Nov 2023).
- Street lamp project is on track with funds already set aside to cover the cost of rehab and installation.

Q. Lisa Plaxco, Board Member – Are we a quarter million under where we were last year?

A. Deb Maher, ED – No. We had a \$400,000 grant in 2021. This allowed us to use and set aside \$200,000 of our own earned income for short-term investments. We are now in growth mode and are getting more individual grants, not one mega grant.

Q. Sherry Franzen, Board Member – This is a question for Paul and Rachel (re: Coalescence programs); How does this experience feel educational or cultural?

A. Paul Deering, Coalescence organizer – It's meant to be educational as well as movement. Meets 8 times a month. It is probably one of the most stabilizing experiences for some of the regular participants. It is movement arts with understanding and educating around consent.

A. Rachel Thiesmeyer, member – As a consistent dancer and part of the door team we consider it a class; learning and personally participatory. It's very separate from the beer culture and going out at night.

A./Comment Deb Maher, ED – There is a lot of set-up and other expenses. Let's work together. I hope this does become a broader conversation. Several Board members expressed support in the ED working with the Coalescence people.

A./Comment Jaci Guarena, Board Member – Pointed out that this is not a Board decision.

For additional detail see:

CCPA BUDGET-to-ACTUAL_thru30Nov2023-Reviewed.pdf, one page

CCPA-Assets-thru-30Nov 2023.pdf, one page

CCPA-Production-thru-30Nov2023 (1).pdf, one page

6. Internal Affairs Committee Report – Linda Dievendorf, Chair 8:22 pm

- The committee debriefed about the General Membership meeting; concluded It was a very good meeting. It was exciting to have so many Board members there as volunteers. The Board also thanked Melissa and staff who assisted.
- 28 new members joined at the Membership meeting.

If anyone is interested in working on internal affairs projects please contact

Linda at: internal.affairs@wowhall.org

7. Governance Committee Report – Thomas Hiura, Vice-Chair 8:24 pm

- There is a Board training coming up including ethics, what a board does, and working within the realm of a nonprofit board.

To volunteer for work groups or contact the Governance Committee please contact

Thomas at: governance@wowhall.org

8. External Affairs Committee Report – Co-Chairs Allison Carter & Lisa Plaxco 8:25 pm

- Lisa reported that the transition of her replacing Mike Walker as Co-Chair of the committee has not been made yet – she looks forward to meeting with the team.

Anyone who wants to get involved with fundraising, social media or marketing please

contact Allison or Lisa: external.affairs@wowhall.org

9. Announcements

Sherry Franzen, Board Member – Reported that the wood from the maple tree is done and will be stored.

Next Board meeting is:

Tues Jan 16th 2024 at 7:00 pm via Zoom

Monthly board meetings take place on the 3rd Monday of the month, unless Monday is a holiday; in which case the meeting will be held on Tuesday.

10. Adjourn 8:28 pm

Ed Kashin, Board Chair adjourned the meeting.

SUMMARY of ACTION:

Minutes of November 20, 2023 CCPA Board Meeting APPROVED