

# Meeting Minutes

## Chandler Cultural Foundation

### Regular Meeting

February 23, 2023 | 5:30 p.m.

Chandler Museum, Saguaro Room

300 S. Chandler Village Dr., Chandler, AZ



### Call to Order

The meeting was called to order by David Woodruff at 5:32 p.m.

### Roll Call

#### Board Member Attendance

David Woodruff, Chair  
Steena Murray, Treasurer  
Julia Marreel, Secretary  
Candy Yu  
Christopher McMullan  
Erika Castro  
Jeanne Forbis  
Jennifer Sanchez  
Linda Yarbrough  
Mari Jo Woolf-Whitaker  
Mike Halle  
Peppur Chambers  
Sherida McMullan  
Susan Baker

#### Staff Attendance

Michelle Mac Lennan, Arts Center Manager  
Anna Camino  
Terri Rettig

#### Guests

Colleen Grady  
Debbie Rubenstrunk  
GarWen Jackson  
Janet McNaught  
Jono Gasparro  
Michael Mwenso

#### Absent

LaTricia Woods

### Scheduled and Unscheduled Public Appearances

None

## Consent Agenda

1. The Consent Agenda item was tabled until the next Chandler Cultural Foundation (CCF) Board Meeting.

## Action Agenda

2. Approve Funding for Needs Assessment
  - Susan Baker made a motion to approve the funding for Needs Assessment not to exceed \$45,000.00.
  - Jeanne Forbis seconded the motion. Motion carried unanimously, 14-0.
  - The goal for the Needs Assessment funding will be to have it shared in equal amounts by the Chandler Cultural Foundation (CCF), the City of Chandler (City), and the Chandler Unified School District (CUSD).
3. Approve Strategic Plan
  - Sherida McMullan made a motion to approve the Strategic Plan for FY24-26 (Fiscal Year).
  - Mari Jo Woolf-Whitaker seconded the motion. Motion carried unanimously, 14-0.
  - Comments from the January board meeting have been added.
  - The Strategic Plan is a forecast of the next 1-3 years.
  - The Strategic Plan will be brought forth for review to the board on a quarterly basis, with the upcoming steps being discussed.
4. Approve Event Budgets
  - Sherida McMullan made a motion to approve the Event Budgets for Amos Lee, Chandler Center for the Arts and C.A.L.L.E. de Arizona Present the 24<sup>th</sup> Annual Mariachi and Folklorico Festival, Sammy Miller & The Congregation: The Music of 1973 at 50 (dates provided), Bruce in the USA (revised budget), The United States Army Band Jazz Ambassadors, Showtunes Productions: Showtime Series – Sundays at the Center, and Ledisi.
  - Susan Baker seconded the motion. Motion carried unanimously, 14-0.
  - A 2023-2024 Programming Summary was included in the board packets.
  - Several board members inquired if there were opportunities for some corporations to offer tickets or discounts to their employees for some of these shows.
    - Michelle Mac Lennan will work with Cynde Cerf to reach out to various corporations to explore this possibility.
  - Members of the Youth Advisory Council (YAC) had been asked at a recent YAC event what they would like to see at the Center for the Arts (CCA).
    - Susan Baker, Jeanne Forbis, and Debbie Rubenstrunk shared some of the responses, which were to have more concerts geared for the younger population, seeing local performers, and having performances from younger artists.

# Briefing

## 5. January Financial Report

- Michelle Mac Lennan reviewed the January Financial Report graph.
- A more detailed financial report will be provided at the next board meeting.

## 6. Board Development Subcommittee Update

- Chris McMullan provided an update from the Board Development Subcommittee.
  - The subcommittee reviewed various questions to see which ones would be appropriate and adequate to ask interested board member candidates.
  - The subcommittee will compile the questions and send out a survey to the full board for their input.

## 7. Profit & Loss Reports

- Terri Rettig reviewed the Profit & Loss statements for Merry Christmas from the Doo Wop Project and the New Year's Eve Celebration.
  - A Profit & Loss Summary for the 2022-2023 Season year-to-date was also reviewed.
  - Feedback from the New Year's Eve Celebration was once again positive. Many enjoyed the opportunity to celebrate the holiday earlier in the evening and still have a champagne toast and a balloon-drop.
- Sherida McMullan inquired into shows that had losses and if that was an area for concern.
  - Michelle Mac Lennan replied most of the shows which had a loss were shows that were from the Program Investment Fund. These are often anticipated for loss as they are identified as opportunities to build new audiences or to present emerging artists. Development of audiences and emerging artists takes investment over time. Given the number of profitable performances we are in a strong financial position. Sherida asked if data was collected related to audience development. There is an annual survey sent out to gather interests of patrons. Data from that survey will be shared following the next survey.

## 8. City Update

- The Capital Project for the Back-of-House Renovations was short on funds due to inflationary costs. A supplemental request to cover the shortage has been submitted in the current budget cycle. The project is set to start in late August timeframe and take 16 weeks, but it may require more time to complete.
- Thank you to those who attended the State of the City. The Mayor included several comments on the performing arts and the Center, once again highlighting the importance of the arts in the community.



## 9. Michael Mwenso – Artist in Residence – Observations and Q&A

- Michael Mwenso and Jono Gasparro attended several events throughout the week as part of the Year 2: Artist-in-Residence.
- History of how they met and the importance of music in their lives was shared with the board.
- Board members had the opportunity to ask questions to Michael Mwenso and Jono Gasparro.
- There are a few more events to round-out the week:
  - Friday, 2/24/23, from 6:00 p.m. – 8:00 p.m., at the Vision Gallery – Opening Celebration Reception for Jacob Meders – Familiar Territory.
  - Friday, 2/24/23, from 6:00 p.m. – 8:00 p.m., at The Gallery at the CCA – Opening Celebration Reception for Daniel Nez – Fractal Lineage.
  - Friday, 2/24/23, at 8:00 p.m., in the Recital Hall at the Chandler Center for the Arts – Michael Mwenso leads a highly acclaimed Ancestral Communal Listening Experience.
  - Saturday, 2/25/23, at 7:30 p.m., in the Hal Bogle Theatre at the CCA – Mwenso & the Shakes.

## Friends Announcements

GarWen Jackson announced there were 14 events since the last board meeting that equated to 542 volunteer hours. There are 112 active volunteers.

## Member Comments/Announcements

Michelle Mac Lennan announced that Erika Castro was nominated and received the SRP President's Volunteer Spirit Award. This is a very prestigious award. Erika Castro selected the Chandler Cultural Foundation as her charity for the \$2,500 award. Congratulations, Erika, and Thank You!

Utah Shakespeare will be performing *Othello* on Friday, 2/25/23, at 10:00 a.m., in the Steena Murray Main Stage at the Center for the Arts. There will be over 1,000 students from various valley schools attending. If any board members would like to volunteer at the event, contact Terri Rettig.

Jennifer Sanchez shared with the board that the Chandler Innovation Fair will be on Saturday, 2/25/23, from 10:00 a.m. – 3:00 p.m. in Downtown Chandler, in front of the Downtown Stage.

## Calendar

The next regular meeting will be held on **Thursday, March 23, 2023, at 5:30 p.m.**, at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive.

## Adjourn

The meeting was adjourned at 7:06 p.m.



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David Woodruff, Chair



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Michelle Mac Lennan, President