

Meeting Minutes

Chandler Cultural Foundation

Regular Meeting

May 23, 2024 | 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 5:35 p.m.

Roll Call

Board Member Attendance

David Woodruff
LaTricia Woods
Julia Marreel
Erika Castro
Christopher McMullan
Mike Halle
Jeanne Forbis
Candy Yu
Mari Jo Woolf-Whitaker
Peppur Chambers
Sherida McMullan
Susan Baker
Ellie Watland
Jyoti Pathak

Staff Attendance

Michelle Mac Lennan
Terri Rettig
Cynde Cerf
Tracey Wyatt
Janette Beaudry

Guests

Debbie Rubenstrunk
Denise Brice Walker
Jane Bjornstad
Lori Rasmussen

Absent

Jennifer Sanchez

Scheduled and Unscheduled Public Appearances

None

Consent Agenda

1. April Cultural Foundation Board Meeting Minutes
 - Susan Baker made a motion to approve the meeting minutes from the April 25, 2024, Cultural Foundation Board Meeting.

- Mari Jo Woolf-Whitaker seconded the motion. Motion carried unanimously (14-0). The minutes were approved with amendment on the spelling correction on Janet McNaught on the guest list.

Action Agenda

2. Approve Election of Officers

- Sherida McMullan presented the slate of officers for the Board to the Chair.
- Ellie Watland made a motion to approve the election of officers.
- Susan Baker seconded the motion. Motion carried unanimously, 14-0.
- Election of Officers as follows:
 - Chair: Julia Marreel
 - Secretary: Erika Castro
- Michelle Mac Lennan asked for nominations to be sent to her for vacated position of Treasurer.

Briefing

3. Review Year 1 Strategic Plan Goals

- Michelle Mac Lennan presented a summary of the Year 1 Strategic Plan Goals, which included Year 1 actions for Leadership in the Arts, Community Impact, and Expanded Facilities.

4. Review Draft FY24 Annual Budget

- Michelle Mac Lennan reviewed the draft Chandler Cultural Foundation (CCF) annual budget for fiscal year 2024-25. Contact Mac Lennan with any questions.

5. April Financial Report

- Julia Marreel reviewed the April Financial Report.

6. Board Development Subcommittee Update

- LaTricia Woods provided an update from the Board Development Subcommittee.
- 40% of board members have membership for the 2024-2025 season. The goal is 100% of board members to have membership, please join or renew.

7. Special Events Subcommittee Update

- Mari Jo Woolf-Whitaker updated the board on Center Stage fundraiser. The theme will be Paris in the 1920's.

8. Engagement Program Report

- Terri Rettig presented on community engagement events: Theatre Kids, Camp Kids, Youth Arts Council, Vision Kids & Community Arts Events, Community Tabling, Audition Workshops, Summer Concerts, Hasta La Muerte pre-show Festival, Ashli St. Armant Residency, Classroom workshops and school assemblies, Free Veteran's Day Concert, Arts Leadership Holiday Party, North Activities, Preshow Engagement with Lindy Hop Swing Dancers, Beauty and the Beast, and AEP6

9. Profit & Loss Reports

- Terri Rettig reviewed the Profit & Loss statements for iLuminate, Joss Stone, Beauty and the Beast, and Showtune Productions
- A Profit & Loss Summary for the 2023-2024 Season year-to-date was also reviewed.

Friends Announcements

Denise Brice Walker announced there were 13 events since the last board meeting, which equated to 528 volunteer hours and 230 active volunteers. There are 11 new volunteers and 156 active volunteers.

Member Comments/Announcements

Michelle Mac Lennan mentioned there were gifts for board members who were unable to attend the annual commission breakfast.

David Woodruff thanked the board for his experience as chair. David will remain on the board.

Calendar

The next regular meeting will be held on **Thursday, June 27, 2024, at 5:30 p.m.**, at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive.

Adjourn

The meeting was adjourned at 6:59 p.m.

David Woodruff, Chair

Michelle Mac Lennan, Staff Liaison