



CHARLES IVES AUTHORITY FOR THE PERFORMING ARTS

A Non-Profit Organization

Minutes Board of Directors Meeting, September 15, 2010

To: Mayor Mark D. Boughton and Members of the Charles Ives Authority for the Performing Arts Board of Directors

Re: Minutes of the Ives Authority Board of Directors meeting held Sept. 15, 2010

The meeting was called to order at 6:10 p.m. The members were recorded as:

MEMBERS PRESENT: Steve Greenberg, Anthony Vournazos, Sherri Hill, Samuel Hyman, Noel Roy Jr., Gina Marcus, Fernando Jimenez, Eileen Marie Curran, Frank Herbert , Brett DeWeese

ALTERNATES PRESENT: Ellen Cavallo Buccitti

ALSO PRESENT: Executive Director, Phyllis Cortese

APPROVAL OF MINUTES: After motion by Frank Herbert, seconded by Eileen Curran, the minutes from the previous meeting were unanimously approved.

GUEST SPEAKER: Tom Schick, Cash Register Products, Inc.

- Tom gave a presentation about on-site cash register/credit card processing options, including a product demonstration and answered questions.

CHAIRMAN'S REPORT: Steve Greenberg

- Steve discussed the expected revenue from Premier Concerts, which breaks down to approximately \$18-19K per show, and will allow the Ives Authority to end in a more sound financial position than it has ever been. He congratulated the board.

- Steve explained that the forensic audits requested by the city of Danbury are underway.
- Bob Connor's contract is being reworked to reflect his status as an independent contractor.
- The need for additional revenue sources was discussed, as USB is not committed to return as a sponsor after this year. Expenses are under control, but new revenue sources need to be developed. The board will propose ideas. Possible options include: Oktoberfest, Food & Wine Festival, singles dances, winter festival, film series, farmer's market, fundraising breakfast.
- The sculpture on loan is to be removed by Oct. 1.
- The possibilities of creating a capital account are being considered as well as research into buying equipment that is currently leased from RKE.
- Bob Connor will come up with a lighting plan for Abbott Tech to return. The board will suggest items they have noticed in regard to lighting.

TREASURER'S REPORT: Anthony Vournazos

- Anthony explained that the audit involves 2007-08 when the old Ives transitioned to the new Ives Authority.
- The Balance Sheet and P&L statements were distributed and discussed as was outstanding debt collection.
- Anthony stated that the board needed to make a resolution in regard to previous funds:

RESOLUTION: "Deposits totaling \$11,000 received by the Authority from the Ives Center (Old Ives) during the months of September and October 2007 is contribution income that was received by the Old Ives on behalf of the Authority."

MOTION TO ACCEPT RESOLUTION: After motion by Sherri Hill, seconded by Noel Roy Jr., the Resolution was unanimously approved.

MOTION TO ACCEPT TREASURER'S REPORT: After motion by Noel Roy Jr., seconded by Samuel Hyman, the Treasurer's Report was unanimously approved.

EXECUTIVE DIRECTOR'S REPORT: Phyllis Cortese

- Phyllis discussed underground beverage storage and the results of her research.
- She discussed advertising and the support needed on Facebook, Twitter and via e-blasts to successfully conduct an annual campaign.
- Phyllis distributed a schedule of events for the Family Fair.

MARKETING REPORT: Eileen Curran

- Eileen reported that everything is going well.

ADOPT-A-GARDEN REPORT: Ellen Cavallo Buccitti

- Ellen and Noel reported that fall work is planned, with ok from WCSU.
- Hoping to find a budget for grounds maintenance from this point forward.
- Ellen asked if Camilla Warden could fill a vacant board seat and Steve indicated he would be looking for a board member who could more directly bring revenue into the Authority.

OTHER BUSINESS

- Sam requested a workshop to discuss contracts. Anthony said in November, after the audit is done.
- Sam again requested a discussion of the smoking policy. Sherri to send WCSU policy to Phyllis and Anthony for review.
- The board agreed there needs to be a discussion about making the venue more accessible to people with disabilities and Steve will bring in an expert in that area from the city.
- Frank expressed his appreciation and that of his fellow board members, to Steve for the time and effort he expends on behalf of the Ives Authority.

Page 4

A motion to adjourn the meeting was made by Sam Hyman and it was seconded by Eileen Curran and passed.

The next meeting is scheduled for Wednesday, Oct. 20.

Respectfully submitted,

Sherri Hill, Secretary