

MEETING MINUTES
Monday, February 5, 2018
Government Center - Cafeteria

Attendance

Dave Dennis, E. Jon Bjornson, Sandy Dennis, Helen Rego, Fran Cullen, Laura Cousineau, Dave Jennings, **Laura Cousineau** <rcous65@comcast.net>

Absent

Chris Neilson, Sarah Araujo, James Price, Judy Bednarz

Financial Report

Dave updated the group on our financials. Considering how we did not fundraising last year and not sponsors, we are in good shape. When we get the 50K Earmark it will put us in an even better financial position because many of the events we have already completed, we will be part of the initial 25K

Non-Profit

- **Articles of Incorporation are complete (State)**
- **Form 1023 has been mailed and receipt has been confirmed (Federal)**
- **Next step will be to get tax exempt status (not until non-profit is finalized) (State)**

Dave Dennis updated the committee on the process and time-line for the non-profit status and branch in which the fall.

Articles of Inc. are filed and complete

After months of meeting and working with an attorney on the paperwork, everything has been submitted along with the fee. The check has cleared therefore we know the paperwork has been received. The attorney said that it will take anywhere from 4-6 weeks. It is the determination letter that we need for this phase to be completed. Once this is complete we can then apply to the state for our tax-exempt status. This shouldn't take very long as all.

50K Earmark

- **Received notification (January) that the earmark has been approved**
- **All paperwork has been submitted**
- **Waiting for final contract to be signed**
- **Once final contract is signed 25K will automatically go into our checking account**

Dave Dennis updated the group that the 50K Earmark has been approved and the paperwork was provided to fill out and get back to the state.

The paperwork has been filled out and submitted.

We received notification today that we now need an official audit of our account before they can transfer the first 25K in our bank account. Dave will contact the Community Foundation for the paperwork. He has also contacted a CPA if we need to follow a different process.

Although the 50K has been approved, the second half will have to go through another round of mid-year approval.

50K Projects

- **All the projects & budges have been submitted to the state (see attached)**

All the projects and budget amounts have been submitted to the state. The proposed projects and dates were discussed. (see attached)

ArtWeek

- **C.A.N. has been named one of this year's collaborators - What does this mean**
- **C.A.N. Projects**
- **Calendar**
- **NEED to find sponsors**

Sandy Dennis just happened to stumble upon ArtWeek and made calls to Boston to see how we could be involved. Apparently, they have been asking around who to talk to in Fall River, regarding art & culture and couldn't have been happier to talk and finally have a contact in our city. David Dennis and Sandy Dennis talked, at length, about ArtWeek and what it means to the city, C.A.N., the Art & Culture community and businesses. This is a wonderful opportunity for everyone.

Several of the events we will be running will fall within ArtWeek.

If anyone knows of any events they should direct them to fill out the application to get involved. Everyone should start reaching out to participate.

We will also look at coordinating Restaurant Week.

Website

- **Website - Has been updated for winter season**
- **Calendar continues to be updated with events**

Dave received an email from a gentleman who build and manages a friend's website. He went up on our site and Facebook page and said we should be proud of what we have especially with our Facebook page. He said our website had a LOT of good content. He also said that area could use some spiffing up. We will sit down with him to see if he can offer us suggestions.

Fundraising

- **Events**
- **Sponsorships**

We must do fundraising this year. Last year with working on the non-profit paperwork, which has taken up an extraordinary amount of time and getting the 75K so late in the year and having to put events together we didn't do nearly what we should have done.

Everyone should think of ways to fundraise and get sponsors.

New Business

Volunteers

Dave talked about how everyone needs to try and find, at least 1 or two volunteers. With the way the organization is growing and the level of events we are doing we have to have more people to help. It cannot run with just 2 or 3 people any longer.

BCC President - We met the new President of BCC at an event last week and we will be setting up a meeting to talk about ways that BCC can get more involved with our organization.

Fall River Public Schools - We will be meeting with the Superintendent to discuss ways that the Fall River Public Schools can get involved with our organization.

Cultural District - Dave updated the group that we are still working on the Cultural District with MCC. We are waiting for the punch list from Boston but at this point we will look at setting up a meeting for them to come down and talk about what a Cultural District means to the city and what is involved along with time-lines.

Motion was made by Jon to adjourn and seconded by Fran