**NCAC Board Minutes**

February 1, 2018

Attending: Larry Greene, Allison Long, Tacie Jones, David Simpson, Ava Howard, Joyce Kessinger, Perry Martin, Matt Little

**Call to order: 7:02 p.m.**

**Financials**

David presented the financials for the past two months. The insurance was a large expense. The electric bill was over $1,000 and the propane expense was high as well. Larry pointed out the number of very cold days and Tacie also added that there are more tenants than last year. Ava suggested putting up Styrofoam panels against the bathroom windows and unprotected windows to help alleviate cost.

Tacie also suggested that Larry contact Erie Insurance to see about a better insurance rate.

**Board Business**

The Board approved minutes from the December meeting. Tacie is stepping down as NCAC President to pursue PhD studies. Tacie stated that she still hopes to be involved in initiatives and agreed to continue on until June, as that is when a new name must be submitted for paperwork.

Larry said that the only large event we have before then is the Open House. Larry can take over the food, and suggested that LocoArts fully take over the art exhibit. The resident artists also want a true open house upstairs as well. It was suggested to contact Kala Marshall to help to tie into the school system for a kids art show.

The biggest issue facing the board is recruitment for the NCAC board and projects. Tacie suggested offering incentives, such as meeting space, to build relationships with other community organizations.

Tacie will also ask Kelly Collis to officially join the board. Other names and organizations mentioned were: Fran Stafford, Barbara Leshyn, Robin Atkins, and the Giles Youth-Adult Partnership.

The Programming Committee will meet on February 10 at 10 a.m. Perry hopes that parents who bring their kids to Saturday morning activities will want to be involved.

Allison suggested more marketing of the board meetings and committee meetings. Ava is putting together an email blast to promote library and community center activities that will help promote recruitment.

It was agreed that a multi-pronged approach is necessary for success.

**Committee Updates**

Free Lunch Fridays is going well – the program hasn’t missed a Friday since last April. Larry reported that there have been approximately 25-30 deliveries in the last several weeks and anywhere from 5-15 people in the cafeteria.

Larry also reported that there has been vandalism. Someone threw rocks at the windows – one of them being the boiler room. The water froze as a result. Plywood was placed over the windows. Someone also threw a rock into a cafeteria window and froze the condensate pump. Larry reported that everything is back to normal but we’ve had extra heating charges.

In addition, the front entryway pole crack is getting worse – Larry will check if the building’s insurance will cover repairs. The roof above the furnace room in the cafeteria is still leaking. Larry is waiting for the standing water to recede to fix. Larry also needs three strong people to move the large ladder to fix theatre lights.

Perry reported that the Holy Cross students will arrive the first full week of March (March 4-10). The group anticipates a couple of days at the NCAC – subject to change due to weather. Allison had planned on a garden workday on March 24 but this date may change due to the students’ availability.

Ava asked if we were planning on getting kids from the Big Event on April 7. At this time, no plans have been made.

The Board agreed to hold the Open House on May 12.

Mountains of Misery – Larry asked about making breakfast for the bikers. Ava volunteered to mention this to the race coordinators.

The Newport Library received Pemtel Charity funds for the early literacy program. However, Larry doesn’t recall receiving a check – Matt will check to make sure the check was cashed and/or was sent to the correct location. Emily set up a story time with Joelle once a month through April. The first day will take place February 10.

**Programs**

Boys Little League will start in the cafeteria on Saturday mornings starting February 10. Perry suggested keeping the cafeteria open after practice to allow people to walk, etc. and make use of the heat.

The JAM program received just under $300 from the Pemtel Charity. Larry talked about starting a summer program with just guitars and growing from there. Perry is hoping to speak with Robin Atkins about helping.

Pipeline: Dave Brady is putting together a mitigation fund and asked for a list of needs for the community center – Larry gave him a list.

David reported that the front doors were shut but not latched over the weekend – Larry said he would look into this.

**Other Business**

Meeting adjourned at 8:09 p.m.