

## CAC BOARD MEETING MINUTES

Denise Reppert Presiding

Thursday, March 19, 2026 at 4:30PM

Zoom Meeting

Present: J. Baldwin; A. Chawgo; R. Fuller; S. Green; G. LaMonica; W. McCracken; M. McKown; A. O'Neil; D. Reppert; K. Reppert; J. Skundrich

I. Call to order at 4:37 PM by D. Reppert

II. Review Minutes – Motion to approve minutes by J. Baldwin; second by R. Fuller. All in favor, minutes are accepted as presented.

III. Treasurer's Report – Presented by R. Fuller.

- Income –\$148,479.50; at about 79% of budgeted revenue; revenue has been front loaded.
- Expenses –Total Expenses is currently at \$153,586; slightly over budget for the year as audit has been paid.
- Account Balances:
  - DEC Regrant Checking – CLOSED
  - General Checking is at \$23,104.75
  - Temporarily Restricted is at \$3,137.47
  - Line of Credit: \$60K is available
  - Endowment is at \$444,503.37
  - Current Balance on NBT Bridge Loan is \$59,670.30 down from the original \$62,339.95.
- R. Fuller reported on the recent Finance Committee Meeting; still looking at a deficit of around \$40K; reimbursements is one key item. Membership of \$7K can possibly be picked up in revenue. Increasing Rental revenue. R. Fuller reviewed with J. Skundrich.
  - Budget for next year will need to be realistic.
  - To cover the deficit, use the line through June, and see where we are before the end of June 2026. Will likely need to pull out 12% draw from endowment, more than 5% to help make up for deficit. Have the Gala in 2026.
    - J. Skundrich mentioned necessity of sponsorships for the Gala. W. McCracken and M. McKown are aware and are preparing.
  - R. Fuller suggested perhaps doing compilation instead of a review.
  - R. Fuller discussed having another Finance Meeting soon to discuss.
  - D. Reppert asked if the new Membership program is able to capture those who have fallen off of renewing memberships.
    - A. O'Neil demonstrated what new levels and benefits are; board members suggested auto renewal being automatic. Discussed other options on how to renew if less tech savvy.

- Motion to accept Treasurer's report, J. Baldwin; second by R. Fuller. Minutes accepted as presented.

#### IV. Committees

##### a. Committees of the Board

###### i. Executive

ii. Audit / Finance – Finance Committee Meeting was held on February 25, 2026 at CAC; Finance Committee met to discuss short term and long-term plan for the remainder of the year. Reported on the outcome of this meeting; to use line of credit to get through to June, then look at drawing out of the endowment. Will need to draw 12% of endowment instead of 5% to meet the deficit. CAC would likely develop some type of a repayment plan to return funds to the endowment. CAC will be factoring priorities in the budget and focus on aspects such as rental income and membership renewals. Numbers need to be realistic. Discussed the importance of dialing down on committee work and having the same priorities moving forward.

##### b. Committees of the Corporation

i. Board Development – Discussed Board Members' term expirations and on-going brainstorming to recruit new board members and what we are looking for. CAC has Celtic

Angels show coming up soon; A. O'Neil to mention that CAC is looking for new Board Members during her introduction at the show.

ii. Membership – A. O'Neil reported that new member benefits are finalized. Working to get this out.

iii. Performance – A. O'Neil shared that the Performance Committee is looking at possibly 4 shows; changing what was planned potentially for the first show due to timing of the renovations.

1. Committee to discuss 2026 & 2027 Season; possible shows include: Nate Gross; Possibly Shark Show; Christmas Show
2. Timing is dependent upon renovation work getting completed.

iv. Gallery – Student Art Show opened on Saturday, February 28, 2026 at 1:00PM.

1. Awards distributed: Approximately 35% of award recipients attended.
2. One out of the three Scholarship winners was present.

###### v. Facilities – DRI Update

1. CAC received an extension until December 31, 2026.
2. The reimbursement request was submitted electronically on Monday, March 16, 2026; R. Fuller and J. Skundrich reviewed and approved prior to submission.

3. A. O'Neil shared planning and coordination with the NTCI.
  - a. Work to start on April 15, 2026; NTCI has a 1776 show coming up. Principle planning to do work in September/October.
4. A. O'Neil reported about her meeting with Principle and Erik Scrivener from the City of Norwich on March 18, 2026 at 4:30PM in the CAC conference Room.

c. CAC Ad Hoc Committees

i. Fundraising – Reported on Give Back Night requests that have been submitted to Park Place, Moi's, and Nina's.

ii. Special Events –Gala

1. Gala Committee Meeting met on February 24, 2026 for the initial planning meeting for this year's Gala.
  - a. G. LaMonica, M. McKown, A. O'Neil, MB Miller, A. Chawgo met to brainstorm.
  - b. Brainstormed ideas to breathe new life into to make it a "get to do", not a "to do". Brainstormed a "costume Gala". November 7, 2026 is not available at CCC; Heather McShane at CCC is tentatively holding November 14, 2026 & November 21, 2026 for CAC Gala.
2. A. O'Neil reported Silent Auction company rep was to meet virtually with A. O'Neil on Tuesday, March 17, 2026 at 5:00PM. Did not take place. A. O'Neil reported CAC will likely not utilize.
3. Discussed scheduling another Gala meeting. Will begin focusing on silent auction items.

iii. Grants for Teachers- The 2026 Program rolls out on May 4, 2026; there will be posts on Facebook to provide a heads-up about this year's program. Nothing new to report at this time.

V. Executive Director's Report

a. Square vs. [Authorize.net](https://www.authorize.net/):

- A. O'Neil reported that Square has been in use for a whole month; CAC is saving money. The \$3/transaction covers that. Additional fee from Authorize.net will be avoided if CAC no longer utilizes. Fire Spring is CAC website; could keep their email. Could switch away from Firespring. Firespring has hidden fees and is more expensive monthly.

VI. Continuing Business- None at this time.

VII. New Business- Discussed private theater group desiring to open theater in the former McGlaughlin's building. Discussed concern with another organization approaching similar funding sources. The new group leader is hesitant to speak with NTCI board chair. Discussed other potential logistical concerns with this new venture.

VIII. Adjourned at 5:57PM; motion to adjourn J. Baldwin; second by R. Fuller.

Next Exec Meeting: Thursday, April 9, 2026 at 4:30PM via Zoom

Next Full Board Meeting: Thursday, April 16, 2026 at 4:30PM at CAC

[Minutes Submitted by S. Green, CAC Secretary]