

## CAC EXECUTIVE COMMITTEE MEETING MINUTES

Denise Reppert Presiding

Thursday, May 8, 2025 at 4:30pm

Zoom Meeting

Present: R. Fuller; M. McKown; A. O'Neil; D. Reppert

I. Call to order at 4:31PM by D. Reppert.

II. Review Minutes – No minutes available yet from the April 10, 2025 Executive Committee Meeting; minutes unavailable to review at this time. Will review both last month's and this month's Executive Committee Minutes at the next meeting.

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

- Income – Total Revenue is at \$199,000, at about 94% of budget; this includes the \$40K
- Expense – Total expenditures at \$193,549, at 76.58% of budget
- Net is at \$5K+; but have not used \$20K grant yet, which leaves organization at a deficit of \$15K through April 2025.
  - R. Fuller explains that \$5 K from County and \$20K from Foundations will be coming in shortly; have received \$5 K of. Will receive \$6K more in corporate donations before the end of the fiscal year.
  - Theater is expecting another \$10K before the end of the year; will be a little short.
  - Advertising will be another \$2K
- \$48K more income and \$5K more of the grant - \$53K income.
- Expenses average around \$18K/mo; \$36K for last 2 month
  - Would leave a positive of \$17K; yearend is dependent on how much revenue is collected by the year-end.
- Account Balances:
  - Temporarily Restricted is at \$6,625.86
  - General Checking is at \$19K
  - Line of Credit is at \$80K, was paid off on March 5, 2025
  - Endowment is at \$411K
  - DRI/NBT Bridge Loan has a current balance of - \$62,399.95
    - Got the extension

IV. Committees

a. Committees of the Board

i. Executive

ii. Audit / Finance – R. Fuller shared revised budget proposal. J. Skundrich to review.

-Proposed Income - \$213K Total

- Added \$20K from NYS in January
- Included RC. Smith monies to make sure budget balances.
- Admissions – Discussed % of what was credit cards; \$3 charged for each transaction. \$520 added to reflect credit card fees.
- Fundraising discussed

-Proposed Expenses - \$202,500 Total

- Added Scholarship payment of \$7K; in scholarship payment.
- \$15K for fundraising & credit card fees at \$3K
- Payroll service changed
- Licensing fee & books/subscriptions both reduced
- Gallery Supplies- some moved down to hospitality
- Web & technical services increased based on discussion
- Employee salaries – decreased; took salary from first 4 months of current year & calculated for entire year and increased 5%; discussed if overtime was reflected
- Discussed Health Insurance – Roy used current health insurance premium for Alecia and increased for last half of year.

- Comes out to a net revenue of \$10,799 for the year; then after NBT Loan Payments of \$10.5K, net would be \$283.00. If salaries go up, R. Fuller would have to change this.
  - R. Fuller suggests a final finance committee meeting in June prior to the June Executive Committee meeting. To be on June 10, 2025 at 4:30PM. (R. Fuller to receive financial statements by June 6, 2025)

b. Committees of the Corporation

i. Board Development – Have 5-6 Board Members whose terms expire at the end of this fiscal year; D. Reppert has contacted Board Development Committee. R. Fuller interested in continuing, as is J. Skundrich.

-M. McKown inquired about a limit of how many unexcused absences by board members; Committee discussed how to keep engaging with board members.

- Discuss at the beginning of each meeting who has been excused; A. O’Neil keeps track. Will look moving forward.

ii. Membership – Are coming in.

iii. Performance – TENTATIVE 2025-2026 SCHEDULE; presented by A. O’Neil.

1. Beatlemania Again – Saturday September 27, 2025

2. Cirque Shimmer – Saturday December 6, 2025

3. Celtic Angels Irish Dance – Saturday March 28, 2026

4. Mutts Gone Nuts – Sunday April 26, 2026 Matinee

iv. Gallery – Student Art Show Opens Saturday, March 15, 2025 at 2:00PM

v. Facilities – A. O’Neil reviewed Facilities updates referring to the Facilities Report that was provided with this meeting’s Agenda

c. CAC Ad Hoc Committees

i. Fundraising – Discussed need for next Fundraising meeting; A. O’Neil to communicate about meeting pending from Gil via email to update committee.

- Possible event at the Colonia to be catered by Nina’s in the Fall with Gil’s group

- Still waiting to hear back from Cornhole group

- Bus trip option – A. O’Neil explained about it; August 8, 2025 bus trip to Met Museum of Art for the day. Had done bus trips prior to the pandemic.

- Different price options – Up to 25 people; good bus deal. Sent #s to fundraising committee; would make more \$. R. Fuller to plug into the budget. Bus trip, dinner & show. MB Miller got the idea and did research.

ii. Special Events – Still waiting to hear back from Cornhole group; likely to substitute museum bus trip for Cornhole.

iii. Grants for Teachers

1. 2025-2026 GFT Launched – Have received 2 applications; funding coming in place.

2. GFT 2025 Committee meets on Wednesday, June 4, at 4:30PM at CAC to review applications.

V. Executive Director’s Report

a. DRI

i. Reimbursement Status – A. O’Neil shared the status at this time.

ii. Received the Extension – Have another year to get it done from the March date.

- Principle came in and will present a 3D model, if possible before May Board Meeting, and send into SHPO for their review.

- Once CAC gets notice to proceed; can submit reimbursement request through proper channels. Reimbursement would go directly to the bank from the state.

- Would have to apply for a bridge loan renewal after the reimbursement happens.

VI. Continuing Business- None

VII. New Business- R. Fuller not available for May 2025 Board Meeting.

VIII. Adjourned at 5:30PM

Next Exec Meeting:

Thursday June 12, 2025 at 4:30 via Zoom

Next Full Board Meeting:

Thursday May 15, 2025 at 4:30 at CAC

[Minutes submitted by Sarah Green.]