

CAC EXECUTIVE COMMITTEE MEETING MINUTES

Denise Reppert Presiding

Thursday, March 12, 2026 at 4:30PM

Zoom Meeting

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

I. Call to order at 4:32 PM by D. Reppert.

II. Review Minutes – February 2026 Meeting Minutes reviewed; February Executive Committee Minutes are accepted as presented.

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

Finance Committee Meeting held on February 25, 2026 with R. Fuller, Joe Skundrich, M. McKown and A. O'Neil; no ideas for a magic fix to help us through June 2026; 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. As we budget now through June 2026, factor priorities in the budget. Rental, membership renewals. Number needs to be realistic.

M. McKown suggested to put in March 2026 Meeting invite to the BOD that important financial information will be discussed; M. McKown outlined what the messaging could look like. Dialing down on committee work and having same priorities moving forward.

D. Reppert spoke about how we have done this in the past and come up with a repayment plan. There is precedence for this. Worked our way back from it.

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

- Income –\$148,480 as of end of February 2026; at about 79% of budgeted revenue; revenue has been front loaded.
 - Received \$3K from the Higley Foundation not reflected in this figure. To support programs.
 - Did receive the State Grant.
 - Admission ticket sales – R. Fuller asked about where tickets sales are now as it looks a little low; have a March and April performance. Tickets have been selling daily for both.
- Expenses –Total Expenses is currently at: \$153,586; at 73% of budgeted expenses. A little over budget.
 - Accounting fee is over budget; paid accounting company for audit that was completed.
 - Workshop is at \$9600 of expense, over budget; workshop revenue more than the expense. Workshop is netting in the black.
 - Gallery expense and supplies over budget; covered by a grant in the prior year.
 - DRI Expenses for \$1,165 for HSE Consulting (EIS) was paid

- Account Balances:
 - DEC Regrant Checking is CLOSED
 - Temporarily Restricted is at \$3,137.47
 - General Checking is at \$23,104.75
 - Line of Credit: \$60K is available
 - Endowment is at \$444,503.37
 - Current Balance on NBT Bridge Loan is at \$59,670; down from original loan amount of \$62,339.95.

- A. O'Neil including the following as part of the reimbursement request from NYS of \$66,586 + \$1165; have a direct deposit request to complete

IV. Committees

a. Committees of the Board

- i. Executive- No updates

- ii. Audit / Finance –Meeting was in February 25, 2026; Finance Committee to meet to discuss short term and long-term plan for the remainder of the year; **see note above in Treasurer's Report

b. Committees of the Corporation

- i. Board Development – M. McKown reported that we may send an email out to BOD with a list of terms and to begin brainstorming board members prior to future BOD meeting.

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

- iii. Performance – 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 dependent upon renovation work getting completed.

- iv. Gallery – Student Art Show; opened February 28, 2026 at 1:00PM. Approximately

- v. Facilities –
 - DRI- Received an extension; if work is not done by extended deadline, may need to ask for another extension. Hoping to work around NTCI & CAC theater

schedule.

- Work to start on April 15, 2026
- NTCI has a 1776 show coming up; Principle to do work in September/October.
- CAC may skip a fall 2026 show and kick off with Christmas show
- M. McKown voiced concern about what happens if CAC does not complete work by deadline of current extension, does CAC get reimbursed if NYS will not give another extension.
 - A. O'Neil suggests moving forward and press to make it happen, applying for another Bridge Loan. Contracting, design documents have to be completed by June 31, 2026. Construction starting by July 2026. A. O'Neil shared entire timetable outline NYS had presented CAC with to complete specific benchmarks.
 - On March 18, 2026, staff from Principle, Laura & Mike, and Eric Scrivener to be at CAC to have a meeting to answer questions at 4:30PM; open to a small group interested, CAC BOD. (Principle working on Boutique Hotel project.)
- Facilities brochure is on hold at this time for renovations to take place.

c. CAC Ad Hoc Committees

i. Fundraising – No new report.

ii. Special Events –Gala:

- G. LaMonica, M. McKown, A. O'Neil, MB Miller, A. Chawgo met to brainstorm
 - o Breathing new life into to make it a “get to do”, not a “to do”
 - o Brainstormed a “costume Gala”; discussed further during Executive Committee.
 - o November 7, 2026 is not available at CCC; Heather McShane at CCC is tentatively holding November 14, 2026 & November 21, 2026 for CAC Gala.
 - o D. Reppert suggested about adding a bi-line – “Paint the Town & Elegant Night on Broadway”
 - o A. O'Neil reported Silent Auction company rep has some availability coming up; possibly Tuesday, 3/17/26. Virtual meeting.

iii. Grants for Teachers- No new report.

V. Executive Director's Report

a. 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, which has hidden fees and is more expensive monthly.

VI. Continuing Business- None at this time.

VII. New Business- None at this time.

VIII. Adjourned at 5:27PM

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

Next Full Board Meeting: Thursday, March 19, 2026 at 4:30PM at CAC/ Zoom

[Minutes Submitted by S. Green, CAC Secretary]