

BALTIMORE OFFICE OF PROMOTION & THE ARTS, INC.

Tuesday, March 16, 2021

Board Meeting Minutes

Attending Via Zoom: Anana Kambon, Board President; Michael Shecter, Board Vice-President; Jack Lewin, Treasurer; Brian Lyles, Laurie Rush, Michael Shechter, Sandra Gibson, Tom Crawford, Michael Davenport

Attending Via Phone: Paula Rome, Frank McNeil

Staff Attending Via Zoom: Donna Drew Sawyer, Chief Executive Officer; Randi Norris, Deputy Director; Brian Wentz, Director of Finance, Bob Sicard, Debbie Dorsey, Annie Applegarth

Absent: Scott Johnson, Heidi Daniel

Welcome

Anana Kambon welcomed the group and thanked everyone for attending the Board Retreat in December. Reminded everyone that at the end of the meeting, it was decided to proceed with the Strategic Planning Process.

Welcomed Sandra Gibson, who was voted on during the December Board Meeting.

Called the meeting to order at 9:12am

Approval of Meeting Minutes

December 17, 2020 minutes were approved and adopted as final.

Governance Committee Report

Scott Johnson was not present on meeting, so tabling until he arrives.

Finance Committee Report

- Brian Wentz prepared the documents for the Finance Committee to review and sent along to the Board in the Board Book.
- 3 major items that Board Finance Committee will be working on over the next year:
 - Creating a financial dashboard
 - Tidying up internal policies regarding management and oversight.
 - Identifying which reporting items to bring back to the Board and announce.
- Anana expressed appreciation for the Finance Committee preparing a dashboard.

CEO Report

- Busy Quarter for all Departments.
 - Film Office

- 16th Annual Screenwriters Competition will be announced at the Maryland Film Festival in May.
- Arts Council
 - Hosted Baltimore delegation during MD Arts Day.
 - Opportunities for Fee for Service models have increased
 - Sondheim exhibit opens in May at The Walters and the award will be given on July 10th in a virtual program.
 - Scholastic Writing Awards
 - 3600 entries across the state of Maryland
 - 11% increase for Baltimore City
 - Ceremony will be posted on our YouTube channel
 - Business of Arts
 - The next BOA will be held April 29th and 30th
 - Baltimore Mural Program
 - Working on 8 murals
- Events
 - Shifted MLK from Parade to Virtual Event
 - Farmer's Market and Bazaar will open Sunday, April 4th from 7am to 12pm.
- Facilities
 - School 33 and Bromo Seltzer Arts Tower remain closed.
 - Goal is to open Top of the World by Memorial Day Weekend
- Administrative
 - Membership at Maryland Philanthropy Network to build partnerships with grant makers across the city.
 - Met with the Mayor
 - Not granting permits for large events
 - No fireworks
 - Limit events to keep crowds down
 - Focus on planning to relaunch larger events that gather crowds in 2022.
 - Testimony to Allocate \$1 million of Covid Relief for Baltimore City to Artists in the city.
 - Testified on behalf
 - It was approved and now has to move into the budget committee to approve.
 - It was a message that folks thought BOPA should administer funds.
 - Please make sure to check out our newsletter, social media and website for updates on what is happening.
 - Lease is up at 10E Baltimore Street

Governance Committee

- Since Scott Johnson was not able to join, Anana Kambon provides an update.
- Strategic Plan Update
 - Strategic Planning will release Strategic Plan by the end of March and will keep the Board updated on this process.
- There being no additional new business, a motion to the end of the meeting was made and seconded.
 - Anana Kambon adjourned the meeting at 10:05.

DRAFT