

BALTIMORE OFFICE OF PROMOTION & THE ARTS, INC.

Tuesday, December 14, 2021

Board Meeting Minutes

Attending in Person: Anana Kambon, Board President; Brian Lyles, Paula Rome, Heidi Daniel

Attending Via Phone: Sandra Gibson, Jack Lewin, Treasurer; Michael Shecter, Board Vice President, Michael Davenport

Staff Attending in Person : Donna Drew Sawyer, Chief Executive Officer; Brian Wentz, Director of Finance; Lanece Taylor, Executive Assistant; Tonya Miller, Chief Marketing & Program Director

Absent: Franklin McNeil

Welcome

- Anana Kambon welcomed everyone.
- Called the meeting to order at 10:30am

Approval of Meeting Minutes

- September 21, 2021 minutes were approved and adopted as final.

Marketing & Events

- Tonya Miller presented presentation on ArtScape planning
- We will be expanding ArtScape to 3-5 days.
- Will be curated by Derrick Adams.
- Plan to go live with press announcement first of the year.
- Michelle Walter of AMS presented a presentation outlining the strategic planning process. The process will start the beginning of the year and is estimated to be complete by June.

Finance Committee

- Brian Wentz presented financial statements for both BOPA and BFAI.
- 2021 audit complete.
- January 1st all accounting will be done in house.
- City budget for fiscal year 2023 submitted last week.
- Received \$500,000 from the City for ARPA.
- Aligned calendar for 2022 with pillars from the City.

CEO Report

- Busy Quarter for all Departments.
- Listening tours have started. The first listening tour was December 13th and was a success. We are planning to do 5 more sessions.
- Currently in negotiations with the City over budget.

Governance Committee

- Working on board membership.
- Motion was made and approved to accept Brian Lyles as new Board President and Heidi Daniel as the new Vice-President. (Franklin N. McNeil, Jr. continues as Secretary, and Jack Lewin continues as Treasurer)

There being no additional new business, a motion to the end of the meeting was made and seconded.

- Anana Kambon adjourned the meeting at 12:06.