



BALTIMORE OFFICE OF PROMOTION & THE ARTS, INC.
BOARD MEETING – TUESDAY, JUNE, 15, 2021 - 9AM
MINUTES

Attending Via WebEx: Anana Kambon, Board President; Tom Crawford, Michael Davenport, Jack Lewin, Brian Lyles, Franklin McNeil, Michael Shecter and Sandra Gibson

Attending Via Phone: Paula Rome

Staff Attending Via WebEx: Randi Norris Deputy Director, Administration; Brian Wentz, Chief Financial Officer

Absent: Laurie Rush, Heidi Daniel

Welcome

Anana Kambon welcomed the group at 9:06 am. She noted that CEO Donna Drew Sawyer will be out on medical leave and will return in the beginning of July.

Approval of Meeting Minutes

- The March 2021 Meeting Minutes were approved unanimously.

Board Governance

- Anana shared that Scott Johnson will be stepping down from the BOPA Board. Scott was a member of BOPA's Board for over 15 years and his contribution was publically acknowledged.
- It was suggested that we recognize and celebrate the contributions of Board Members who have provided long-term service.
- Board member Frank McNeil agreed to fill the Board Secretary vacancy.

Finance Committee

- Jack Lewin, Chair of the Finance Committee shared that the financial documents were distributed for review ahead of the Board meeting. There were no questions regarding the financial documents.
- Due to the impact of Covid our revenue from festivals was reduced, however the organization remains stable.
- The Finance Committee will create financial dashboards to provide a discernible snapshot of our fiscal situation.
- The Finance Committee previously approved the FY22 Preliminary Budget
 - The motion for full Board approval was presented, seconded and approved.

Strategic Planning Committee

- Anana updated the Board on the Strategic Planning process.
 - The RFP for a Strategic Planning consultant will be released at the end of this week.
 - Please refer any interested consultants to Randi.

- It was noted that the Strategic Planning process comes at an extremely important time, as we can use this to reflect on the impact of Covid and ensure that as we move forward we are well positioned to continue our work.

CEO Report

- CEO Donna Drew Sawyer will provide an update to the Board at the September Board meeting.

Other Business

- There being no additional new business, Anana Kambon adjourned the BOPA Board meeting at 9:36 am.