



Syracuse City Arts Council Special Meeting Minutes March 16, 2021 8pm

Minutes of the special meeting of the Syracuse City Arts Council held on March 16, 2021 at 8:00pm, held virtually via zoom, meeting ID 824 7147 7170, in accordance with Executive Order 2020-1 issued by Governor Herbert on March 18, 2020 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus. No physical meeting location was available.

Board Members Present:

Russ Lynch, Chair
Cindy Hellewell, Secretary
Libby Fawcett, Treasurer,
LeAnna Hamblin, Theatre Chair

Christopher Weaver, Music Chair
Tara Wilson, Fundraising Chair
Sheila Worley, Publicity Chair

City Representatives & Staff Present: Councilman Dave Maughan, Paul Roberts-City Attorney

1. Opening Business

- Call to Order at 8:02pm, Candice Dallin excused
- Tara motioned to amend the agenda by moving item 6 up to item 3, to accommodate the City Attorney, and to adopt the amended March 16, 2021 Agenda. Libby seconded. All voted in favor.

2. Public Comment- no comments were made (no public attended)

6. Bylaw Revision-Paul Roberts-City Attorney (this agenda item was moved up as per the amended agenda)

Russ turned the time to Paul Roberts, the City Attorney. Paul explained he would go through the bylaws section by section and board members could propose changes for each section. The City Code will be changed as needed to make the Bylaws and City Code match. Paul shared a screen of the Bylaws (over zoom) with the Board. Board members discussed concerns and when needed took quick votes on suggestions for changes when opinions were divided. Paul will bring the Bylaw Document back to the Board to approve the revisions made tonight. The Board thanked Paul for his time. Paul left the meeting.

3. Open Board Position

- Procedure for vacated board position, reassignment of board positions
- Posting open Board position

The Board decided they want this position to be advertised in *The Syracuse Connection* magazine. The Board discussed the timeline for advertising, selecting, and filling the vacancy on the Board.

April 7-SCAC Regular Board Meeting

April 10-Deadline for *The Syracuse Connection* magazine for May

April 21-Likely the earliest date SCAC could close the application process for the open Board position

April 27-City Council has a work meeting and cannot approve a new SCAC Board member (Even if SCAC Board had a special meeting it would not move up the timetable for this person to be approved by City Council.)

April 30-SCAC posts their Agenda for the May 5th meeting

May 5-Board could select a candidate for the vacant Board position.

May 11-City Council could approve the new Board member

It was decided that the Board could make decisions regarding filling this vacancy in their regular April Board meeting as there is no way to fill this vacancy in time to run the Summer Camp.

Cindy suggested having interim Jr. Theatre Board member oversee Summer Camp. Councilman Maughan suggested it might be best for the Board to approve someone, perhaps from the Jr. Theatre Committee, willing to oversee the Summer Camp and an interim Board member is not needed. He does not believe we need the two-week letter of interest process as we are on a timeline. LeAnna will reach out through the committee's Facebook page and see if someone would be willing to volunteer to oversee Summer Camp. Members of this Facebook page are aware that Brie resigned, and Brie has requested that the group help make Summer Camp happen. LeAnna does not have emails for everyone in this group. The Board plans to approve someone to oversee Summer Camp at the April 7 regular Board meeting if possible as well as wait to advertise for the open Board position until the Board can discuss further details.

4. Business Sponsorship Letters

Russ shared the sponsorship cover letter and form via screen share. Tara explained that the cover letter a rough draft and requested one or two Board members help edit it. On the sponsorship form Tara added the \$2,000 level, adjusted some of the level names and prices, and adjusted the comp ticket numbers. Libby and LeAnna offered to help wordsmith the cover letter. Tara motioned to have Libby and LeAnna help wordsmith the letter and to approve the sponsorship form as written. Libby seconded. All voted in favor. Tara asked about the theme of the upcoming Spring Concert for her cover letter. Christopher reports that they are doing the 80's music with a theme like, *I am Feeling It*. The Board can call it what they want.

5. April 2021 Reader's Theatre Approval of Director

Sheila motioned that we approve Brie for the role of Reader's Theatre Director and Tara seconded. All voted in favor.

(Item 6 was moved up as per the amended agenda)

7. Future Agenda Item

- Board approval for Ticket prices for musical
- Board Contact Information and Board Meeting zoom link on our webpage-
- Advertisement for other Committee and other Volunteers SCAC needs
- 501 c 3 and email new information to share with Board
- Orchestra Concert details

8. Adjournment. Libby motioned to adjourn. Tara seconded. All voted in favor. Meeting adjourned at 10:11pm.

3-16-2021 Minutes Approved by SCAC Board: 4-7-2021

Russell Lynch, Syracuse City Arts Council Chair

Cindy Hellewell, Syracuse City Arts Council Secretary