

## AURORA FOX ARTS CENTER ADVISORY BOARD

Monday June 13th, 6:30-8:00pm

Aurora Fox Arts Center – Studio Space  
9900 E. Colfax Ave., Aurora, CO 80010

### I. CALL TO ORDER

- a. Introductions and Attendance – Jessica Johnson- Chair
  - i. Present: Rob Utesch, Jessica Johnson, Hetty Pazos, Matt McCormick, Wendy Bullock, Dawn Garibaldi, Evan Brigham
  - ii. Staff: Helen Murray, Beau Bisson

### II. UNFINISHED BUSINESS

- a. Volunteer Hours
  - i. Members were directed to send hours to Beau
- b. April Minutes
  - i. Rob Utesch made motion to approve minutes, seconded by Evan Brigham. Motion passed unanimously
- c. May Minutes
  - i. The May board meeting did not meet quorum, so no minutes were approved

### III. ITEMS FROM THE EXECUTIVE PRODUCER

- a. Currently holding auditions for The Jedi Handbook and other shows
- b. City of Aurora facilities is understaffed and having a hard time completing facilities tickets
- c. Fox failed the HVAC assessment for Actor's Equity
- d. Little Foxes is currently in rehearsal for upcoming shows
- e. Classes are being held in the studio theatre, as well
- f. Study guides are being assembled for upcoming school performances for Futurity, Toni Stone and Treasure Island
- g. Helen talked about potential sponsorship opportunities to board members and directed them to our website

### IV. FUNDRAISING

- a. Gala updates
  - i. Beau provided updates on the May 26<sup>th</sup> gala committee meeting
  - ii. Ticket prices, menus, timeline and some design ideas were all decided on for the Gala

### V. NEW BUSINESS

- a. Amend Bylaws to remove voter requirement
  - i. Dawn Garibaldi made motion to remove the voter requirement from Aurora Fox by-laws
  - ii. Wendy Bullock seconded the motion
  - iii. Motion passes unanimously
- b. Discussion on staggered terms initiative

- i. Beau explained the City Clerk initiative
- c. Discussion on equity and diversity on the board
  - i. Hetty proposed having a DEI member on the board attached to each board committee, to ensure that the DEI component is present in each discussion
  - ii. DEI will become a standing agenda item moving forward, and more fully realized at a board retreat schedule TBD

VI. ITEMS FROM THE MEMBERS

- a. 501(c)3 Update – Dawn Garibaldi
  - i. Non-profit mailing permit is approved
  - ii. Paypal and Stripe are set-up to begin accepting payments for the 501c3
- b. Cultural Affairs – Matthew McCormick
  - i. No updates at this time
- c. Other business
  - i. Discussion was had regarding board committees and best way to form committees moving forward
  - ii. Discussion was had regarding a board member requesting a leave of absence
    - 1. The board referred to the by-laws on process and allowed absences and determined that this would be allowed with a formal written request, not exceeding the amount of time allotted within by-laws.

VII. NEXT MEETING – July 11th 6:30pm

VIII. ADJOURNMENT

  
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Jessica Johnson, Board Chair

  
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Beau Bisson, Staff Liasion