

# Three Rivers Festival

## February 2022 Board Meeting

Monday, February 7, 2022 5:30 PM

In person/3RF office

**TRF Board Members Present:** President- John Nichter, Secretary- Chris Shatto, Sara Roach- Treasurer, Theresa Dorais- VP of Programming, Anna Baer, Nate Cardelli, Krystal Sullivan, Zach Spurr, Shelly Barton, Brian Cote, Leslie Chalfant, Adam Peterson, Adam Ehle, Daryn Schwartz, Doreen Benavente, Executive Director- Justin Shurley

**TRF Board Members Absent:** CJ Mills, Jerry White, Mike Holley, Legal Counsel- Ryan Gardner

15 members were present, establishing a quorum.

1. **Call to Order**- 5:37 PM by John Nichter
2. **Roll Call**
3. **Approval of October minutes**
4. **Executive Director Report**
  1. Waterfield Foundation grant applied for.
  2. Jessica admitted to YLNI leadership program.
  3. Brian Cote pointed out a correction in grant income from spreadsheet.
5. **VP of Administration Report**
  1. None- Jerry White is absent/ill
6. **VP of Programming**
  1. Not a lot going on- nothing new to report on
7. **Treasurer Report**
  1. Hold off on paying line of credit.
  2. Advised to wait until we have a bookkeeper before having an audit.
  3. Profit from 2021 currently at \$40,498.
  4. Cash in bank currently at \$370,000
  5. IRS refund of \$12,000 for 2020.
  6. We have a few account receivables that need attention.
  7. Looking at potential bookkeepers- Justin believes this is a part time position.

8. **Presidents Report**

1. Thanks to all of those that attended the board retreat.
2. Discussion of new FWPD liaison.
3. Motion for \$200 gift card for Steve Hoffman for leading the BOD retreat.
4. General discussion and recap on board retreat.
5. Pursuit of grant funding for strategic plan.
6. Establishing goals for ED.

9. **New Business**

1. Line explanation of certain items.
2. Expenses related to concerts; revenue vs cost/marketing budget.
3. Questions on budget- motion made to approve, 1st Adam Ehle, 2nd Shelly Barton  
Passed, Dave Goode opposed.

10. **Adjournment**

1. Called at 7:04 PM