



CHARLES IVES AUTHORITY FOR THE PERFORMING ARTS

A Non-Profit Organization

Minutes Board of Directors Meeting, May 18, 2011

To: Mayor Mark D. Boughton and Members of the Charles Ives Authority for the
Performing Arts Board of Directors

Re: Minutes of the Ives Authority Board of Directors meeting held May 18, 2011

The meeting was called to order at 6:45 p.m. The members were recorded as:

MEMBERS PRESENT: Steve Greenberg, Anthony Vournazos, Sherri Hill, Fernando Jimenez, Noel Roy Jr., Gina Marcus, Frank Herbert, Samuel Hyman

ALTERNATES PRESENT: Ellen Cavallo Bucciti

ALSO PRESENT: Phyllis Cortese, Paul Reis, Sophia Vournazos, Tanya Wulff Truax, Bob Taiman

APPROVAL OF MINUTES: After motion by Sam Hyman, seconded by Frank Herbert, the minutes from the previous meeting were unanimously approved.

CHAIRMAN'S REPORT: Steve Greenberg

- Steve thanked Sam Hyman for his service to the board and announced that Sam will step down from the board to focus his efforts on the Friends of the Ives.
- Steve introduced Tanya Wulff Truax from Newtown Savings Bank, who will step in to the open board position once approved by the city.
- Bob Taiman provided an overview of the wines he proposes serving at the venue this season.

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TREASURER'S REPORT: Anthony Vournazos

- Tony reviewed the P&L balance sheets.
- He told the board that the Ives office is receiving four upgraded desktops from Union Savings Bank.
- Tony said it would take six months to a year for the 501(c)(3) designation so he ordered the necessary software (Giftworks) at the slightly higher rate so that everything can be migrated to the cloud.
- Tony indicated that the only outstanding account receivable is the City of Danbury and it is pending the outcome of the 2010 audit; the City will pay the Ives Authority on July 1.
- All outstanding balances with RKE have been settled and new protocols have been set up regarding future billing.
- Tony provided an update on the five credit card cash registers that will be installed at the site. There will be a credit card machine in the office, which can be used to purchase gift cards.

APPROVAL OF TREASURER'S REPORT: After motion by Noel Roy, seconded by Fernando Jimenez, the Treasurer's Report was unanimously approved.

FRIENDS OF THE IVES REPORT: Noel Roy Jr.

- Noel reported that the solicitation letter/trifold will be sent to 1,000 – 1,500 people in June.
- Sponsor solicitation is ongoing; Michelle James and Steve had a successful visit with Wells Fargo Financial Advisors that hopefully will yield \$20K.
- A thank-you event for donors is in the planning stages.
- Noel met with Don Weedon and reported that Don is excited about the progress being made with the 501(c)(3) and the Friends of the Ives. Don will assist with fundraising.

- Mercedes Benz of Danbury is interested in becoming involved with the Steely Dan concert.
- Noel reported that Robert Reby and Anthony Caraluzzi are also on board with the Friends of the Ives.
- Steve thanked Noel for his work with the Friends of the Ives.

CHAIRMAN'S REPORT: Steve Greenberg

- Bob Connor is doing work on site and has been updating Steve about the work.
- Steve met with Rob Connor regarding event staff and cleaned house. New shirts for "Event Staff" will be ordered – no one will wear anything that says "Security."
- Steve established an on-site pecking order: Steve-Phyllis-Bob-Rob.
- Protocols and rules are being established; new signage will clearly indicate beverage and smoking policies.
- There are job openings for park greeters and production staff. Board members should direct qualified candidates to Steve.
- Steve changed the benefits for title sponsors to include fewer tickets.
- Steve met with Union Savings Bank and they committed to a 3-year, \$50K sponsorship starting next year.
- Steve will meet with Paul regarding the impact of the construction of the new WCSU School of Visual and Performing Arts on the Westside campus. Paul explained the resulting parking situation.
- Steve solicited volunteers for the Sept. 11 concert. Fernando, Frank and Phyllis volunteered. The event will take place after the News-Times parade and Taste of Danbury.
- Steve suggested holding a charity event on July 16 in conjunction with the orchestra performance.
- Steve wants to bring the Gong Show to Ives and asked Noel for his help.

EXECUTIVE DIRECTOR'S REPORT: Phyllis Cortese

- Phyllis discussed the fine arts series events on the schedule and their respective budgets.
- Phyllis updated the board on current sponsors and their levels of sponsorship.
- She indicated that the Mill Plain Road sign will be updated.
- Phyllis reminded the board of the Ambassadors meeting scheduled for June 1.
- The walkway to the reserved seating area is almost paved all the way. Paul will talk to Luigi at the university about additional paving to finish the path.

OTHER BUSINESS:

- Ellen asked that only active sponsors be allowed to have banners at the venue, especially due to the confusion caused by Premier Concerts' banners for other music locations.
- Steve polled the board about whether smoking should be banned in the Reserved Seating area and the board was fairly unanimous in their agreement.
- Ellen and Noel will meet to discuss planting and garden maintenance; they plan to have the youth volunteers again.
- Steve indicated that the confirmed food vendors this summer will be the Cookhouse, Wienie Lynn's Hot Dogs, Mr. Sprinkles, Upper Crust Pizza and the coffee/donut vendor.

The meeting was adjourned at 8:45 p.m.

The next meeting is scheduled for Wednesday, June 15.

Respectfully submitted,



Sherri Hill, Secretary