**Mission Statement: To provide community enrichment through access to circus arts**

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**Call to Order:** 5:37 pm by Kaitlyn

**Attendance:** Amanda, Kaitlyn, Lexi, Lisa,

Cody, Matt, Rebecca, Joanne

**Minutes**

**Quircus Board of Directors**

Wednesday, June 14th, 2023

**5:30pm**

Location: Kaitlyn’s house

1. **Approve Agenda:** Kaitlyn Approved, Matt seconded
2. **Approve May Meeting Minutes:** Kaitlyn approved, Lisa seconded

* **Public Comment** [*3 mins per speaker*]

An opportunity for non-member comments, concerns, or suggestions related to Quircus or The Board of Directors.

* **New Business** *[15 mins]*

Review Financial Summary from 2022

1. Where did income come from? **Grants and Bookings**
   1. Does it align w/ our mission statement? **Yes**
   2. Would it be tax exempt? **Not sure, will look into it. Renee, the finance resource, will be asked a list of questions that we will put together. Before July 12th, 2023**
2. Where were expenses? **Cotton Candy Machine**
   1. Does it align w/ our mission statement? **Yes**
3. How does the previous year compare to this year so far? **There is a loss but not that bad.** Do we need to make adjustments? **Focus on fundraising and gigs.** 
   1. Approve quarterly stipend to executive director: **We did not have enough of a net income to supply a stripend. Lexi is fine with that.**
4. Discuss & Approve second payment amount to James Shipp for Cyr Wheel: **$250 is the rest of the amount due. Rebecca motions to approve the check for $250, Lisa seconds, all approve**
5. Travel Stipends: **We will look into a few examples of mileage forms to see if we like the set up. We need to decide who will qualify. Amanda, Rebecca, Lisa and Kaitlyn will provide a form. Joanne will provide information.**
6. Quircus Insurance- review policy for instructors & members to be covered by insurance: **Kaitlyn and Joanne will go to Flannigan & Levitt to discuss the legal terms.**
7. Discuss access to shared drive: **We will create a Board Only Folder that will be locked.** 
   1. Propose creating a second shared drive for volunteers, performers, etc w/out access to governance & finance info. But would allow access to event planning info, photos & videos, fliers, etc

* **Officer’s Report**
  + President’s report [*15 mins, discussion 5 mins*] **Articles of incorporation will be sent out to be resigned.**
  + Executive Director’s Report [15 mins, discussion 5 mins] **MOU for the Compression event will be moving forward. Wick Order arrived. Wine Bar event- $300 potential payout.**
  + Treasurer’s report [*15 mins, discussion 5 mins*] **Santiago resigned from treasurer position as of 6/14/23 through a conversation with Kaitlyn. Lisa will temporarily take over. Lexi will be purchasing $200 worth of supplies for High Sierra Festival. Buy a case for the printer? Case will be pending the Jellybread event at the Wine Bar at June 23rd.**
  + Secretary’s report – [*15 mins, discussion 5 mins*] **Needing to Update the Member List.**
* **Committee’s Report**
  + Governance [*15 mins, discussion 5 mins*] **Nothing to report**
  + Marketing [15 mins, discussion 5 mins] **Nothing to report**
* **Unfinished Business** *[20 mins]*

- Regular stipends for volunteers needs to be discussed

- Look into Online fundraising

* **Discussion Bylaws**

*Discuss the bylaws section by section- working together to create them.*

* **Adjournment** (time and by who) Kaitlyn at 8:22 pm