

MACOMB COUNTY ART AUTHORITY  
MINUTES  
March 2, 2021

At a virtual meeting of the Macomb County Art Institute Authority held on Tuesday, March 2, 2021 at 4:00 pm, the following members were present:

Members Present:

Jennifer Callans  
Phil Gilchrist  
Jennifer Miller  
Ed Bruley  
William Wood  
Rodney Tolbert

Others Present:

Salvador Salort-Pons, Director, President & CEO, DIA  
Eugene Gargaro, DIA Board Chair  
Julie McFarland, Public Affairs Officer, DIA  
David Flynn, Executive Director DIA  
Christine Kloostra, Exec. Director Marketing & Communications, DIA  
Ian Rapnicki, MC Community Engagement Manager  
Judith Dolkart, Deputy Director for Art, Education and Programming  
Lillian Demas, Macomb County Rep. to the DIA Board of Directors  
Dan Hart, Plante Moran

CALL TO ORDER

There being a quorum of the Authority present, the meeting was called to order at 4:00 p.m

ADOPTION OF AGENDA

Motion to adopt the agenda with addition of item 9.5 Review of Service Agreement made by Jennifer Miller, supported by Rodney Tolbert. MOTION CARRIES

APPROVAL OF MINUTES

Motion made to approve minutes from the December 2, 2020 meeting made by Rodney Tolbert, supported by Phil Gilchrist. MOTION CARRIES

PUBLIC PARTICIPATION

No members of the public present. Open/closed 4:05 p.m.

PLANTE MORAN REVIEW OF PRE AUDIT LETTER

No significant changes or additions from previous year. Question was raised as to the procedures for who prepares audit. Does it need to go out for bid? Dan Hart researched and followed up later in the meeting with the following information: *In August 2017, Macomb County went out to bid for external audit services (5-year contract for the 2017-2021 audits). This bid included the Authority for fees of \$2,500 per year (along with the other audit services for the County as a whole). The required bidding process was followed; however, I would still recommend consultation with legal just to confirm and for future reference.* Motion to approve and research made by Jennifer Miller, supported by Rodney Tolbert . MOTION CARRIED

BOARD MEMBER APPOINTMENT EXPIRATION DATES

Motion made for a "coin flip" to determine term expiration. Don Ritzenhein term date is 2021, Lillian Demas term date will be 2022. It will take approximately 2 months to process a new board member. Ad hoc committee members (Ed Bruley/Phil Gilchrist) will work on an application process. Jennifer Callans will confer with legal. Motion made by Rodney Tolbert, supported by William Wood. MOTION CARRIES

#### ELECTION OF OFFICERS

Jennifer Callans suggested holding the election at today's meeting. Motion made to hold election of officers to hold a (1) year term made by Ed Bruley, supported by Rodney Tolbert. MOTION CARRIES

Move made by acclamation to nominate Jennifer Miller, Chair and Rodney Tolbert, Secretary effective date of next meeting (April 13, 2021) Motion made by Ed Bruley, supported by Rodney Tolbert. MOTION CARRIES

#### COMMUNITY MURALS PROJECT

Criteria was presented by Ed Bruley, reviewed and discussed. This process will be approved at next meeting. The DIA will review the program as well and provide feedback.

#### PROFESSIONAL SERVICES AGREEMENT

Discussed letter of understanding regarding current service agreement that due to COVID we were not able to meet this agreement. A new service agreement needs to be negotiated. Will be discussed in future meetings and workshops.

#### REPORT FROM THE DIA

Julie McFarland discussed the 2020 Year End Report and activities. Judith Dolkart introduced Ian Rapnicki, Macomb County Community Engagement Manager. She also review upcoming exhibits and collections.

#### REPORT BY DIA BOARD APPOINTEES

Don Ritzenhein was not present. Lillian briefly touched upon the importance and acceptance of our virtual programs to the public especially our seniors.

#### OTHER BUSINESS

Discussed agreed upon procedures and recommendations made. This can be revisited if changes need to be made. Motion made to table Professional Services Agreement. Motion made by Ed Bruley, supported by Jennifer Miller. MOTION CARRIES

Next meeting scheduled for April 13, 2021 at 4:00 pm

#### ADJOURNMENT

Motion to adjourn at 6:08 pm made by Rodney Tolbert, supported by Phil Gilchrist. MOTION CARRIES