The Arts Council, Inc. (d.b.a. MartinArts)

Board Meeting Agenda

Thursday, October 22 @ 5:30 PM

Location: Court House Cultural Center Gallery

Board Members: Andrew Hammond, Suzy Hutcheson, Chandler Josie, Leslie Judd, Marie Jureit-Beamish, Nerissa Okiye, Nicki van Vonno

Ex-Officio Members: Laura Giobbi, Nancy Johnson, Stacey Hetherington, Ed Ciampi, Amy Pritchett, (Foundation Rep, TBD)

1. Welcome & Attendance — Okiye
2. Approve Minutes from July 2026 (*enc. p 3-4*)
3. New Business
    a. Presentation of Quarterly Metrics Report — Staff
    b. Volunteer Handbook Development Approval (*enc. separately sent*) — Hutcheson
    c. Access to the Arts – Good News Travels — Josie
4. Financial Report (*enc. p 5-11*) — Hammond
5. Committee, Project & Partner Reports
    a. Court House Cultural Center Gallery Updates
        i. Sunset Concerts
        ii. Art Talks & Special Programs (Member's Market)
    b. Arts Education Updates
        i. NEA Grant re SHS — Turrell
    c. MartinArts Magazine Update — Turrell
6. Executive Director's & Staff Updates
    a. Grants Update — Turrell
        i. Publix and Golden Grants for Arts Ed
        ii. Division of Arts & Culture – General Program Support
    b. Foundation News & Updates
        i. Art for Living Calendar — Hutcheson
        ii. ArtsFest Update — Hearn
        iii. MartinArts Awards (Nov 15, 2026) — Hearn
        iv. 50th Anniversary Planning — Jureit-Beamish
        v. Stuart High School Update — Turrell
    c. Other News
7. Chairman's Comments & Updates — Okiye
    a. Review Events & Meetings Dates (*page 2*)
8. Comments from the Public
9. Adjourn

MartinArts Mission: Inspire participation and passion for the arts!

Event & Meeting Dates

Board Meetings	January 25, 2027	April 22, 2027	July 22, 2027	October 28, 2027
Event Calendar				
Member's Showcase	September 9-October 31 Art for Living Calendar Unveiling	This exhibition highlights the diverse talents of MartinArts Member Artists, featuring a wide range of styles, media, and creative expressions that reflect the vibrant artistic community in Martin County. **Arts Education Fundraiser** - A special collection of original works by our members will be available for purchase, with all proceeds supporting arts education programs. Tuesday, October 27, 5:30-7PM		
The National Association of Women Artists: "Fragility of Florida's Ecosystems"	Exhibit Dates: November 10 - December 19, 2026 Opening Reception: Friday, November 13 | 5:30-7PM	Experience Florida's wild beauty through art. This unique exhibition features original works inspired by the state's endangered plants and animals, from the elusive Florida Panther to the rare Ghost Orchid. The exhibition will showcase artwork by members of the Florida Chapter of the National Association of Women Artists (NAWA), highlighting the creative talents of artists who are passionate about both the arts and environmental stewardship. Designed in a cohesive vertical format, selected pieces will become part of a collectible 52-card playing deck celebrating Florida's extraordinary natural heritage. Proceeds from card sales will support The Friends of the Everglades and their mission to protect, preserve, and promote awareness of Florida's fragile ecosystems.		
Recurring Events				
Sunset Concert at the Gallery **(2nd Tues., 5:30PM)**	November 10 *"Songs of Honor and Thanksgiving"*	December 8 @ the Barn *"A Festival of Flutes for Christmas"*	January 12 "*Jazz in the Gallery*"	February 9 "*A Celebration of Love for Valentine's Day*"
Art Talks **(4-6 x / year)**	TBD			

The Arts Council, Inc. (d.b.a. MartinArts)
Board Meeting Minutes
Thursday, July 23, 2026 | 5:30 p.m.
Court House Cultural Center Gallery
Present: Andrew Hammond, Suzy Hucheson, Chandler Josie, Leslie Judd, Marie Juriet-Beamish, Nerissa Okiye, Laura Giobbi (ex-officio)
Absent: Nicki van Vonno and ex-officios: Nancy Johnson, Stacey Hetherington, Ed Ciampi, Amy Pritchett
Staff: Nancy Turrell, Jennifer Hearn, Allison Shepard

1. Welcome & Attendance - Meeting called to order at 5:32pm by Nerissa Okiye. A quorum was established.

2. Approval of Previous Minutes - Suzy Hucheson motioned to approve the April 2026 meeting minutes. The motion was seconded by Chandler and approved unanimously.

3. New Business
a. Quarterly Metrics Report - Not ready for presentation due to competing staff priorities and revenue-generating work. The report will be presented at the October 22 Board meeting.
b. Volunteer Handbook – The draft Volunteer Handbook which establishes expectations, safety procedures, and operational guidelines was presented. The need was discussed for a formal grievance/complaint process and documentation procedures related to volunteer termination. Additional feedback should be submitted to Jennifer, and the final handbook will be presented at October meeting for formal approval.
c. Bylaw Amendment — CEO Provision - Governance Committee identified a gap between the Council and Foundation bylaws regarding the Chief Executive Officer's role and authority. The proposed amendment defining the CEO's role, including personnel authority and Board-level grievance escalation, was moved by Suzy and seconded by Andrew. Amendment was approved unanimously.

4. Financial Report - Andrew stated our short-term cash-flow challenge continues. Current revenue is insufficient to sustain operations without increased sponsorship and contributed income. To address the immediate payroll need, the Foundation advanced the August payment as well as a portion of anticipated London cultural excursion proceeds, totaling approximately $9,000. It was emphasized that board members should help in identifying sponsors, donors, and community partners. Longer-term sustainability will require diversification beyond state funding.

5. Committee, Project & Partner Reports
a. Court House Cultural Center Gallery - Current exhibition continues through August followed by the Member Showcase in September and October. Sunset Concerts have recently shown strong attendance. Board members are encouraged to identify potential exhibition sponsors.
b. Arts Education / NEA Grant — Stuart High School – Work on the NEA grant to assist with planning for Stuart High School has been initiated. Heather Ivins will be project manager for the project that includes three workshops: an arts education curriculum session facilitated by AEP, and two artist led workshops, one for way finding with the City of Stuart and the other for future uses and programs.
c. MartinArts Magazine - Magazine has been distributed by a zone-based volunteer delivery system to establish stronger relationships with distribution locations. The print run was reduced to control costs, and the Calendar will be promoted in an insert.

6. Executive Director & Staff Updates
a. Grants Update – Received a $5,000 TDC advertising assistance grant, which includes brochure support, Visit Florida membership, and advertising opportunities.
b. Foundation News & Updates -
Art Calendar - MartinArts has assumed responsibility for the Art for Living Calendar project previously managed by Helping People Succeed. Approximately 5 of 13 sponsors have been secured. Project is expected to generate approximately $40,000 in net income in its first year.

ArtsFest — 40th Anniversary / 40 Stories for 40 Years - The Board discussed a proposed campaign to collect 40 short video stories from artists, students, musicians, and community members in recognition of the 40th ArtsFest in February 2027.
ArtsFest Committee Leadership - The committee currently has approximately 12 members compared with significantly larger committees at comparable festivals. Several leadership positions remain open, including Chopped logistics, Marketing/Promotions, Community Partners, Community Outreach, and Gates. All Board members are asked to identify and refer prospective ArtsFest volunteers.
MartinArts Awards — November 15, 2026 - The Board received an update on the revised sponsorship structure, including opportunities to underwrite individual award categories and support the student scholarship fund. Strong nominations have been received, and tickets on sale in Sept.
Stuart High School Campus Project - A team is being assembled to develop a formal offer to the school board for the property, while a separate team is addressing the capital gift requirements necessary to support the proposal.
c. Property Tax Referendum – Nancy discussed with the board, the November property-tax referendum and its potential effect on MartinArts. As a tenant in a county-owned facility, MartinArts currently receives approximately $70,000 annually in county operating support, in addition to facility maintenance, insurance, and lawn care. This support could be affected by the referendum.

7. Chairman's Comments & Updates - Nerissa reviewed upcoming events and Board meeting dates.
Nancy will be traveling August 27 – September 21.

8. Comments from the Public - No public comments were noted.

9. Adjournment - The meeting was adjourned at 6:39 p.m.

Financial Position Month with PY Compare

As of Aug 31, 2026

	TOTAL		
	As of Aug 31, 2026	As of Aug 31, 2025 (PY)	$ Change (PY)
Assets			
Current Assets			
Bank Accounts			
1002 PNC Bank Operating	1,532.92	2,434.92	-902.00
1003 PNC Bank Money Market	**$3,858.38**	**$6,194.26**	**-$2,335.88**
1045 Seacoast - Kids Tag Art 4341	140.94	7,662.72	-7,521.78
Total for Bank Accounts	**$5,532.24**	**$16,291.90**	**-$10,759.66**
Accounts Receivable			
Other Current Assets			
1370 Due To/Due From Arts Foundation	-5,864.29	-4,769.86	-1,094.43
1371 Due from Martin County Schools-KTA	78.00	195.00	-117.00
1380 Prepaid Insurance	761.35	24.46	736.89
Total for Other Current Assets	**-$5,024.94**	**-$4,550.40**	**-$474.54**
Total for Current Assets	**$507.30**	**$11,741.50**	**-$11,234.20**
Fixed Assets			
1410 Furniture & Equipment	9,388.91	9,388.91	0.00
1420 Computer & Software	33,351.53	33,351.53	0.00
1450 Gallery Improvements	74,230.15	74,058.71	171.44
1490 Accumulated Depreciation	-114,723.63	-114,723.63	0.00
Total for Fixed Assets	**$2,246.96**	**$2,075.52**	**$171.44**
Other Assets			
1051 Community Foundation Endowment	70,188.11	73,304.28	-3,116.17
1400 Fine Art - Permanent Collection	34,600.00	34,600.00	0.00
Total for Other Assets	**$104,788.11**	**$107,904.28**	**-$3,116.17**
Total for Assets	**$107,542.37**	**$121,721.30**	**-$14,178.93**

MARTIN Arts

Financial Position Month with PY Compare

As of Aug 31, 2026

	TOTAL		
	As of Aug 31, 2026	As of Aug 31, 2025 (PY)	$ Change (PY)
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable	**$0.00**	**$8,125.50**	**-$8,125.50**
Credit Cards	**$13,498.54**	**$13,907.07**	**-$408.53**
Other Current Liabilities			
1571 Due to Artists	-178.69	196.31	-375.00
2015 Due to Martin County Schools-KTA	1,840.63	1,840.63	0.00
2025 Employee Health Insurance Contribution	1,323.52	0.00	1,323.52
2052 Accrued Compensated Absences	**$11,366.71**	**$11,366.71**	**$0.00**
2060 Line of Credit - Seacoast Bank	13,242.39	10,093.36	3,149.03
2200 Sales Tax Payable	-117.47	-281.94	164.47
Total for Other Current Liabilities	**$27,477.09**	**$23,215.07**	**$4,262.02**
Total for Current Liabilities	**$40,975.63**	**$45,247.64**	**-$4,272.01**
Long-term Liabilities			
Total for Liabilities	**$40,975.63**	**$45,247.64**	**-$4,272.01**
Equity			
3400 Unrestricted Fund Balance	15,430.83	43,959.08	-28,528.25
Net Income	1,135.91	-17,485.42	18,621.33
3350 Donor Restricted	50,000.00	50,000.00	0.00
Total for Equity	**$66,566.74**	**$76,473.66**	**-$9,906.92**
Total for Liabilities and Equity	**$107,542.37**	**$121,721.30**	**-$14,178.93**

The Arts Council, Inc., dba MartinArts

Budget vs. Actuals_Budget_FY26
October, 2025-August, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Revenue				
4100 Government Funding/Grants		$0.00	$0.00	
4120 County	71,666.64	64,166.63	7,500.01	111.69 %
4130 License Plates	5,200.48	4,583.37	617.11	113.46 %
4145 NEA	2,925.00		2,925.00	
Total for 4100 Government Funding/Grants	**$79,792.12**	**$68,750.00**	**$11,042.12**	**116.06 %**
4200 Private Support/Donations	$4,706.29	$0.00	$4,706.29	
4201 Donations	18,893.12	18,333.37	559.75	103.05 %
4210 Harvesting the Arts	6,278.55	9,166.63	-2,888.08	68.49 %
Total for 4200 Private Support/Donations	**$29,877.96**	**$27,500.00**	**$2,377.96**	**108.65 %**
4250 Sponsorship	$1,500.00		$1,500.00	
4251 Ad Sales	2,612.75	3,666.63	-1,053.88	71.26 %
4252 Event/Exhibit Sponsors	3,062.11	11,000.00	-7,937.89	27.84 %
4255 Harvesting the Arts Sponsors	3,500.00	2,750.00	750.00	127.27 %
Total for 4250 Sponsorship	**$10,674.86**	**$17,416.63**	**-$6,741.77**	**61.29 %**
4300 Membership				
4301 Artist Member	7,192.65	6,600.00	592.65	108.98 %
4302 Personal Member	24,673.69	25,666.63	-992.94	96.13 %
4303 Corporate Member	2,791.20	3,666.63	-875.43	76.12 %
Total for 4300 Membership	**$34,657.54**	**$35,933.26**	**-$1,275.72**	**96.45 %**
4400 Foundation Support		$0.00	$0.00	
4410 Community Foundation Grants	36,500.00		36,500.00	
4430 Other Grants	2,500.00	36,666.63	-34,166.63	6.82 %
4450 Funding from Arts Foundation	73,960.74	69,666.63	4,294.11	106.16 %
4420 Sanders Foundation		30,000.00	-30,000.00	0.0 %
Total for 4400 Foundation Support	**$112,960.74**	**$136,333.26**	**-$23,372.52**	**82.86 %**
4600 Cultural Center		$0.00	$0.00	
4610 Room Rental	1,880.11	916.63	963.48	205.11 %
4612 Ticket Sales/Admission	2,794.60	1,375.00	1,419.60	203.24 %
4615 Donations	3,348.86	8,250.00	-4,901.14	40.59 %
4630 Juried Show Fees	5,794.34	5,958.37	-164.03	97.25 %
4635 Art Out of the Closet Sales	5,627.03	5,041.63	585.40	111.61 %
4650 Sale/Commission Item	3,036.94		3,036.94	
Total for 4600 Cultural Center	**$22,481.88**	**$21,541.63**	**$940.25**	**104.36 %**
4700 All Earned Income		$0.00	$0.00	
4710 Interest Income	0.42	0.00	0.42	
4715 Consulting - City of Stuart		0.00	0.00	
Total for 4700 All Earned Income	**$0.42**	**$0.00**	**$0.42**	
4735 Uncategorized/Misc Income	1,936.25		1,936.25	

The Arts Council, Inc., dba MartinArts

Budget vs. Actuals_Budget_FY26
October, 2025-August, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
Sales	643.75		643.75	
Total for Revenue	**$293,025.52**	**$307,474.78**	**-$14,449.26**	**95.3 %**
Cost of Goods Sold				
Gross Profit	**$293,025.52**	**$307,474.78**	**-$14,449.26**	**95.3 %**
Expenditures				
5100 Personnel		$0.00	$0.00	
5110 Salaries/Wages		$0.00	$0.00	
5110.01 Wages & Salaries	206,603.19	206,250.00	353.19	100.17 %
Total for 5110 Salaries/Wages	**$206,603.19**	**$206,250.00**	**$353.19**	**100.17 %**
5111 Payroll Processing Fees	2,371.38	2,750.00	-378.62	86.23 %
5120 Retirement Company		$0.00	$0.00	
5120-01 Retirement Company	3,881.18		3,881.18	
5122 Administration Fees - MOA		0.00	0.00	
Total for 5120 Retirement Company	**$3,881.18**	**$0.00**	**$3,881.18**	
5130 Health Insurance		$0.00	$0.00	
5131 Health Insurance-Company Match	8,807.93	9,166.63	-358.70	96.09 %
Total for 5130 Health Insurance	**$8,807.93**	**$9,166.63**	**-$358.70**	**96.09 %**
Total for 5100 Personnel	**$221,663.68**	**$218,166.63**	**$3,497.05**	**101.6 %**
5200 Artistic Services/Fees		$0.00	$0.00	
5210 Artistic Fees	4,964.20	3,300.00	1,664.20	150.43 %
5230 Art/Program Supplies	4,959.50	4,583.37	376.13	108.21 %
5240 Awards/Scholarships	1,481.00	2,750.00	-1,269.00	53.85 %
Total for 5200 Artistic Services/Fees	**$11,404.70**	**$10,633.37**	**$771.33**	**107.25 %**
5300 Services-Operating & Program		$0.00	$0.00	
5330 Food & Beverage Catering	3,400.66	5,041.63	-1,640.97	67.45 %
5340 Professional Services		$0.00	$0.00	
5340.01 Legal & Accounting Service	2,340.00	11,000.00	-8,660.00	21.27 %
5340.05 Event Security	150.00		150.00	
Total for 5340 Professional Services	**$2,490.00**	**$11,000.00**	**-$8,510.00**	**22.64 %**
Total for 5300 Services-Operating & Program	**$5,890.66**	**$16,041.63**	**-$10,150.97**	**36.72 %**
5400 Marketing		$0.00	$0.00	
5410 Advertising & Design	625.00	916.63	-291.63	68.18 %
5420 Printing	1,357.88	916.63	441.25	148.14 %
5422 Website	2,805.00	2,750.00	55.00	102.0 %
5425 Marketing/PR Consulting	236.25	1,833.37	-1,597.12	12.89 %
5450 MartinArts Magazine	$81.29	$0.00	$81.29	
5450.01 MAM - Printing	7,550.37	8,250.00	-699.63	91.52 %
5450.04 MAM - Postage/Shipping	729.56	733.37	-3.81	99.48 %
5450.02 MAM - Graphic Design		1,833.37	-1,833.37	0.0 %
Total for 5450 MartinArts Magazine	**$8,361.22**	**$10,816.74**	**-$2,455.52**	**77.3 %**

The Arts Council, Inc., dba MartinArts

Budget vs. Actuals_Budget_FY26
October, 2025-August, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
5430 Signage/Banners		458.37	-458.37	0.0 %
Total for 5400 Marketing	**$13,385.35**	**$17,691.74**	**-$4,306.39**	**75.66 %**
5500 Travel		$0.00	$0.00	
5520 Air/ Lodging/Meals	400.82	1,375.00	-974.18	29.15 %
5530 Mileage Reimbursement	125.55		125.55	
5510 Conference/Training		1,375.00	-1,375.00	0.0 %
Total for 5500 Travel	**$526.37**	**$2,750.00**	**-$2,223.63**	**19.14 %**
5600 Insurance		$0.00	$0.00	
5610 Fine Arts Insurance	881.10	916.63	-35.53	96.12 %
5620 General Liability	$5,600.22	$0.00	$5,600.22	
5620.01 General Liability		5,500.00	-5,500.00	0.0 %
Total for 5620 General Liability	**$5,600.22**	**$5,500.00**	**$100.22**	**101.82 %**
5640 Directors & Officers	919.42	1,375.00	-455.58	66.87 %
Total for 5600 Insurance	**$7,400.74**	**$7,791.63**	**-$390.89**	**94.98 %**
5700 Remaining Operating		$0.00	$0.00	
5710 Service & Finance Charges		$0.00	$0.00	
5710.01 Service & Finance Charges	1,038.14	1,100.00	-61.86	94.38 %
Total for 5710 Service & Finance Charges	**$1,038.14**	**$1,100.00**	**-$61.86**	**94.38 %**
5711 CC Processing Fees	892.94	2,291.63	-1,398.69	38.97 %
5712 CC Processing Fees-Clover				
5715 Computer Support/Software	$7,256.10	$6,416.63	$839.47	113.08 %
5715.03 Software	97.96	458.37	-360.41	21.37 %
Total for 5715 Computer Support/Software	**$7,354.06**	**$6,875.00**	**$479.06**	**106.97 %**
5720 Copier Lease & Maint.	3,610.83	3,437.50	173.33	105.04 %
5735 Subscriptions	$1,201.70		$1,201.70	
5735.01 Licenses & Permits		275.00	-275.00	0.0 %
Total for 5735 Subscriptions	**$1,201.70**	**$275.00**	**$926.70**	**436.98 %**
5745 Volunteer & Staff Recognition	199.70	458.37	-258.67	43.57 %
5750 Office Expense & Supplies	603.70	1,100.00	-496.30	54.88 %
5755 Postage & Shipping	1,784.80	1,833.37	-48.57	97.35 %
5760 Repairs & Maintenance	2,693.18	0.00	2,693.18	
5795 Utilities	6,430.09	7,333.37	-903.28	87.68 %
Total for 5700 Remaining Operating	**$25,809.14**	**$24,704.24**	**$1,104.90**	**104.47 %**
5800 Interest Expense	4,115.35	3,666.63	448.72	112.24 %
Total for Expenditures	**$290,195.99**	**$301,445.87**	**-$11,249.88**	**96.27 %**
Net Operating Revenue	**$2,829.53**	**$6,028.91**	**-$3,199.38**	**46.93 %**
Other Revenue				
4900 In-Kind Support	19,800.00	22,916.63	-3,116.63	86.4 %

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Budget vs. Actuals_Budget_FY26
October, 2025-August, 2026

	TOTAL			
	Actual	Budget	Over budget by	Percent of budget
4950 Kids Tag Art - Income	10,189.74	9,166.63	1,023.11	111.16 %
Total for Other Revenue	**$29,989.74**	**$32,083.26**	**-$2,093.52**	**93.47 %**
Other Expenditures				
5900 In Kind Support	19,800.00	22,916.63	-3,116.63	86.4 %
5950 Kids Tag Art - Expenses	11,883.36	9,166.63	2,716.73	129.64 %
Total for Other Expenditures	**$31,683.36**	**$32,083.26**	**-$399.90**	**98.75 %**
Net Other Revenue	**-$1,693.62**	**$0.00**	**-$1,693.62**	
Net Revenue	**$1,135.91**	**$6,028.91**	**-$4,893.00**	**18.84 %**

The Arts Council, Inc., dba MartinArts

A/P Aging Summary Report
As of Aug 31, 2026

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	Total
City of Stuart.	0.50					0.50
Elle Schwiering				-150.00		-150.00
Keila Flores				-22.50		-22.50
Smith, Ella				-262.50		-262.50
Tarantino, Mia				-187.50		-187.50
The Arts Council					622.00	622.00
TOTAL	**0.50**			**-622.50**	**622.00**	**$0.00**