



**MACK Board of Directors
Regular Quarterly Meeting**

July 19, 2021

[LINK TO MEETING](#)

Next Board Meeting: October 18, 2021 @ 2:00 pm

- I. Welcome**
 - A. Meeting Logistics
- II. Executive Reports**
 - A. Minutes
 - B. Financial Statements
 1. Legacy Fund Assets
 2. [MACK 2021 Budget](#)
 - C. Approve Minutes and Financial Statements
 - D. [Executive Director Report](#)
 1. Shop Report - New! (TBD)
- III. Staff Reports**
 - A. Director of Programs & Development Reports(s)
 1. [MACK Program Report](#)
 2. [MACK Development Report](#)
 - a) [MACK Membership Report](#)
 3. [MACK Rehabilitation Project Report](#)
 4. [MACK Communications Report](#)
- IV. MACK Board Business**
 - A. Executive Committee Report
 - B. Board Governance
 1. Advocacy
 - a) [SC Arts Alliance Update](#)
- V. Q & A on Agenda Items**
- VI. Adjourn**

MCCORMICK ARTS				
Profit and Loss by Month				
April - June, 2021				
	Apr - Jun, 2021			
Income				
6000 Public Funding				
6001 McCormick County	5,231.25			
Total 6000 Public Funding	\$ 5,231.25			
6100 Development Income				
6104 FOM-Friends of MACK \$101-\$999	950.00			
Total 6100 Development Income	\$ 950.00			
6109 Foundation Income	35,000.00			
6200 Membership	1,540.00			
6500 Operational Income				
6504 Gift Shop Sales	7,309.06			
6506 Misc Income	124.18			
Total 6500 Operational Income	\$ 7,433.24			
6600 Program Income				
6610 Adults/Community				
6615 Instruction Income (Visual Arts)	950.00			
Total 6610 Adults/Community	\$ 950.00			
Total 6600 Program Income	\$ 950.00			
6630 Youth Programs				
6631 Summer Art Camp	0.00			
Total 6630 Youth Programs	\$ 0.00			
Total Income	\$ 51,104.49			
Cost of Goods Sold				
7000 Artists Payments - COGS	7,235.97			
Total Cost of Goods Sold	\$ 7,235.97			
Gross Profit	\$ 43,868.52			
Expenses				
7700 Facility & Equipment				
7702 Building Repairs	0.00			
7705 Janitorial & Grounds	1,050.60			
Total 7700 Facility & Equipment	\$ 1,050.60			
7800 Operations Expense				
7801 Advertising/Promotional	248.55			
7802 Dues, Subscriptions, Licenses	0.00			
7803 Insurance	7,147.95			
7804 Office Supplies	223.58			
7805 Postage & Delivery	189.08			
7806 Printing & Copying	221.25			
7850 Utilities				
7851 Propane	0.00			
7852 Electric & Water	442.23			
7853 Telephone	693.06			
Total 7850 Utilities	\$ 1,135.29			
Total 7800 Operations Expense	\$ 9,165.70			
7900 Other Expenses				
7901 Contract Labor	1,500.00			
7902 Contribution Expense	47.57			
7903 Education & Travel	81.57			
7905 Legal & Professional Fees	600.00			
7906 Misc Expense	0.00			
Total 7900 Other Expenses	\$ 2,229.14			
8100 Adult Program Expenses				
8101 Artist Exhibition	0.00			
8102 Community Threads	0.00			
8105 Instruction Expense - Visual Arts	827.00			
8108 Painting a Brighter Future Expense	200.56			
Total 8100 Adult Program Expenses	\$ 1,027.56			
8200 Youth Program Expenses	125.00			
8202 Summer Art Camps Expense	0.00			
Total 8200 Youth Program Expenses	\$ 125.00			
8500 Payroll Expenses				
8501 Salary Expense (Net)	16,149.97			
8503 SWT Liability	1,601.59			
8504 FWT Liability	13,834.01			
Total 8500 Payroll Expenses	\$ 31,585.57			
Total Expenses	\$ 45,183.57			
Net Operating Income	-\$ 1,315.05			
Other Expenses				
Reconciliation Discrepancies-1	0.56			
Total Other Expenses	\$ 0.56			
Net Other Income	-\$ 0.56			
Net Income	-\$ 1,315.61			

MCCORMICK ARTS			
Balance Sheet			
As of June 30, 2021			
	Total		
ASSETS			
Current Assets			
Bank Accounts			
1001 1001 - MACK Operating - 1201	8,695.72		
1002 1002 - MACK Accrual - 8101	35,007.27		
1003 1003 - MACK Gift Shop - 6901	4,005.99		
1004 1004 - Programming - 9401	46.49		
1004S Savings	431.55		
1007 1007 -Community Threads - 8601	2,442.12		
Total Bank Accounts	\$ 50,629.14		
Accounts Receivable			
11000 11000 - Accounts Receivable	0.00		
Total Accounts Receivable	\$ 0.00		
Total Current Assets	\$ 50,629.14		
TOTAL ASSETS	\$ 50,629.14		
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
3000 3000 - Accounts Payable	7,381.83		
Total Accounts Payable	\$ 7,381.83		
Other Current Liabilities			
3500 3500 - Line of Credit	0.00		
Total Other Current Liabilities	\$ 0.00		
Total Current Liabilities	\$ 7,381.83		
Total Liabilities	\$ 7,381.83		
Equity			
5000 5000 - Opening Balance Equity	17,957.46		
Retained Earnings	-17,692.55		
Net Income	-1,315.61		
Total Equity	-\$ 1,050.70		
TOTAL LIABILITIES AND EQUITY	\$ 6,331.13		
Friday, Jul 16, 2021 04:00:25 PM GMT-7 - Accrual Basis			

MCCORMICK ARTS COUNCIL

Unpaid Bills

As of June 30, 2021

	Date	Transacti on Type	Due Date	Past Due	Amount	
CPW		Inv		\$ -	\$ 201.72	
SC Budget & Control Board		Inv		\$ -	\$ 7,147.95	
Stroms		Inv		\$ -	\$ 2.16	
Wengrows		Inv		\$ -	<u>\$ 30.00</u>	
Total					\$ 7,381.83	

Friday, Jul 16, 2021 04:03:27 PM GMT-7

Executive Director Report - 7/21

- Legacy Fund Balances:
 - Franklin Templeton \$ 10,583.81
 - Jackson Life \$ 78,395.68
 - UBS \$229,106.49
- Purchase of 218 South Main is complete
 - Paperwork filed at courthouse
 - Attorney has been paid
- Gift Shop reports sales and traffic is up per average from 2019, 2020, 2021 to date
- SCAC Operations Grant is due August 16, 2021

Janice J Grizzard, Executive Director

McCormick Arts Council at the Keturah (MACK)

P O Box 488

115 South Main St

McCormick, SC 29835

864-852-3216

www.mccormickarts.org

Our Mission: To provide art, culture and education to the region”

Recipient of the prestigious O’Neill Verner Award

MACK Program Report - 7/15/2021

- [Art Instruction](#)
 - 3 Instructors currently offering Art Instruction classes through November
 - All Interested Students and MACK Members receive direct invitation/information
 - LS is receiving and managing scheduling, registration and communications.
- [Arts Alive!](#)
 - Resume for SY 21/22 with new format and partnership programming with MC Library
- [Arts in Basic Curriculum](#)
 - Continuing development as we enter year 5 of strategic plan
 - Staffing key art positions is challenging but MSD commitment to the arts is strong
 - Field trips and experiences are hopeful for students in SY21-22
- [Community Threads](#)
 - Continuing with bi monthly meet ups.
 - CW is managing scheduling, registration and communications and participants receive direct invitation/information
- [Painting A Brighter Future](#)
 - SCAC Arts Education Project grant approved and awarded \$10,739.00. (40% increase)
 - Murals projects to resume
- [Sundays at Four](#)
 - Committee is currently planning for the 21-22 season
 - Schedule and season subscription details to be announced next month
- [Yoder Rosenberg Scholarship](#)
 - 8 Students will receive a scholarship from Abbeville and McCormick County
 - Donor approved a proposal to offer second application window for 2021 graduates
 - 1 time only due to COVID impact and delayed start for many graduating students
- Smithsonian - Youth Programming Partners
 - [Smithsonian Family Exhibition Night](#) - Friday, July 30
 - Featuring [Picturing Women Inventors](#)
 - [Educators Guide](#)

MACK Development Report - 7/15/2021

- [Membership Report - 7/15/2021](#)
 - [MACK Board Retreat](#) - Hickory Knob August 10, 11 or 12th @ 11:00
 - Agenda to include lunch and open discussion
 - Establish timeline and goals
- [MACK Giving Funds](#)
 - Development Programs DO interact with Membership
 - Timing, language and delivery matter
- [End of Year Giving](#)
 - October 1, 2021 - End of Year
- [MACK - Charitable Giving Information](#)



To contact Heather McNally, Director of Programs and Development directly please email mccormickarts@gmail.com / (864) 602-0331.

MACK Membership Report - 7/15/2021

MACK Membership Report 7/15/2021

- [MACK Board Retreat](#) - Hickory Knob August 10, 11 or 12th @ 11:00
 - Agenda to include lunch and open discussion
 - Establish timeline and goals
 - Staff to present options to consider

- MEMBERSHIP of the McCormick Arts Council consists of those who pay annual dues as set by the Board of Directors. Membership sends a strong, positive message to our community that you support the arts and appreciate the benefits that the arts provide to our community. Support through membership helps us grow our programs, exhibitions, studio art classes, workshops, youth experiences, and events that connect our community through culture.

GOING FORWARD: MEMBERSHIP

- GOAL: 350 members by ____
- HOW? Explore and Review
 - Brochures
 - Benefits
 - EMail Campaign
 - Phone Call
 - Membership Drive
 - Target Audiences
 - New / New Residents
 - Community Stakeholders / Key Leaders
 - Families
 - 25 - 45 age group
 - All communities represented



**MACK Board of Directors
Retreat: Membership
Agenda (DRAFT)**

August (10,11,12), 2021

11:00 - 2:00

Please plan to join us at Hickory Knob
(address)

- I. Welcome**
 - A. Lunch
- II. Staff Reports:**
 - A. Where we are today
 - B. Where we would like to be
 - C. Steps to get there
- III. Brainstorm* / Open Discussion**
- IV. Next Steps**
- V. Adjourn**

**** The “rule” of brainstorming is we do not accept nor deny all ideas. Goal is to hear all ideas and explore all avenues.**

MEETING NOTES



Annual Giving Funds

The purpose of the McCormick Arts Council's (MACK) Annual Fund is to provide the necessary funding and resources to ensure the daily operations of the MACK. The primary portion of funding comes from annual membership dues, and continued unrestricted support from donors and advocates. Other sources of revenue for the Annual Fund include: Public Funding, Programs, Events, Contributions, Grants, Operational Income.

MEMBERSHIP of the McCormick Arts Council consists of those who pay annual dues as set by the Board of Directors. Membership sends a strong, positive message to our community that you support the arts and appreciate the benefits that the arts provide to our community. Support through membership helps us grow our programs, exhibitions, studio art classes, workshops, youth experiences, and events that connect our community through culture.

FRIENDS OF THE MACK program is an additional way to ensure the continuation of the programs that enrich the lives of the children and adults in the McCormick area. Friends of the MACK give annually. Their generous contribution of \$250 or more includes an annual Keturah Club membership. These additional contributions will ensure that the MACK cultural center has the necessary resources to function, serve and succeed. This program is available year-round.

DONOR 25 members are our major donors and give \$1,000 or more to aid with operational needs or to support a specified program. These generous gifts help to sustain McCormick County's cultural center and advance the development of the community. This program is available year-round and is ideal for IRA Required Minimum Distribution (RMD) and Qualified Charitable Distribution (QCD) giving. Annual pledges are greatly appreciated.

CORPORATE GIVING allows businesses to invest in local arts and culture. These contributions help to fund essential community programs, operations, and capital needs of the historic Keturah Hotel from which we deliver our mission. Corporate donors are recognized as MACK supporters on our website and featured in MACK publications. This giving option applies to businesses, corporations, foundations, and organizations.

All contributions are tax-deductible and very much appreciated!

You will be mailed a document for tax filing.



Legacy Funds

The purpose of the McCormick Arts Council's (MACK) Legacy Funds is to provide additional funding and essential resources to ensure the long term goals and vision of the MACK. The primary portion of funding comes from unrestricted contributions from donors, foundations and patrons of the arts with a giving plan. Patrons of the arts can bequest charitable giving, offer contributions "in honor of" or pledge long term gifts, unrestricted or restricted into these funding options.

LEGACY FUND The MACK Legacy Fund is a professionally managed fund established for the long-term needs of the MACK. It holds contributions, especially restricted gifts for specific long-term projects and needs. The MACK issues requests for the release of funds according to the terms of the donor's gift. All restricted resources are used according to the donor's wishes. Any unrestricted gifts are available to support the critical needs of the MACK and help to grow the general operational funds for essential service and facility needs.

ENDOWED LEGACY FUND The purpose of the MACK Endowed Legacy Fund is to provide the MACK additional support for the operational needs of the organization. Another objective of the Endowed Legacy Fund is to attract major financial gifts for long term investment growth. Endowed Legacy donation opportunities are available annually. This program is available for donors who wish to give to an endowed program.

CAPITAL FUND The purpose of the MACK Capital Fund is to provide the necessary resources and leadership for the capital / facility needs of the MACK. The fund holds restricted funds for capital projects and facility needs. The MACK will issue requests for the release of funds through the leadership team. All restricted funds will be used according to the donor's wishes or as outlined in awarded grants.

To contact Heather McNally, Director of Programs and Development directly please email mccormickarts@gmail.com / (864) 602-0331.

McCormick Arts Council at the Keturah

PO Box 488

115 S. Main Street

McCormick, SC 29835

864.852.3216

mccormickarts.org

Art changes lives!

Thank you for selecting the McCormick Arts Council at the Keturah (MACK) as your local non-profit. We offer a variety of giving options, available year-round, for you to consider; MACK Membership, Friends of the MACK, DONOR 25 (Major Donor), Legacy Fund, Endowed Legacy, Capital Fund, and Corporate Giving Program.

Our charitable giving information is:

McCormick Arts Council at the Keturah, Inc.
FEIN # 57-0788937

The McCormick Arts Council at the Keturah (MACK) is a 501(c)(3) non-profit organization that operates from the Historic Keturah Hotel and serves the extended community of McCormick, South Carolina. The MACK was established on December 6, 1984 and opened its doors to provide quality programming to the public in 1985.

The MACK's mission is to provide art, culture, and education to the region. The purpose of the MACK is to stimulate and encourage participation in various cultural opportunities promoted throughout the year. These activities include exhibits, educational programs, performances and events. The MACK is a vital historic and cultural establishment, centrally located in our great community.

Every gift matters and helps our organization deliver our mission to our deserving community. Your charitable contribution is tax deductible. Please contact Heather McNally at 864-602-0331 or mccormickarts@gmail.com for more information or an appointment. Thank you for your support!



MACK Capital / Rehabilitation Report - 7/1/2021

- **MACK Rehabilitation Project - Communications / Stakeholder Updates**
 - [MACK Rehabilitation Project – On Track and Proceeding Smoothly](#)
 - [Introduction to the MACK / MACK Rehabilitation Project](#)
 - Scope of Work to Date (June 30, 2021)
- **MACK Rehabilitation Project - Basic Services**
 - Schematic Design Phase - 100% Complete
 - Mechanical Engineering & Plumbing (MEP) - 100% Complete
 - Design Development - 100% Complete
 - Building Sub-committee Meeting to ensure facility use and program needs
 - Contractors to submit qualifications: 8 options
 - Cost Estimators Findings- Due back mid July
 - BDRX to provide professional assessment and guidance and present detailed scope of work requirement to achieve a “fully safe, occupiable and functional facility”. Will be under review and decisions will determine order of priorities.
 - Anticipating industry impact and preparing additional development options
 - Donor advised project - September is a critical month for review and approval
 - For information only as details are subject to change.
 - Now officially in the "Construction Documents" phase
- **MACK Capital & Maintenance Committee**
 - Next Full Committee Meeting is tentatively scheduled for 8/19/21
 - Pending Cost Estimator evaluations, decisions and timeline we will address
 - Progress Review and Final Design Coordination
 - Review Bidding and Contractor Selection Process

IMPORTANT:

I anticipate September to be a very important month for our project. As this is a donor-advised project, we will continue to provide updates, reports and share approved budgeting and contracting milestones with our donor/foundation. When all construction documents are finalized I plan for a final presentation prior to contracting our GC and proceeding with construction contracts. A pledge is a wonderful opportunity for our organization - however, as communicated in the beginning of this contract, we cannot proceed with contracting that exceeds the funding designated as MACK Capital assets or with a guarantor agreement. I am confident our accountability structure, fiscal responsibility, full transparency, BDRX expertise and professionalism, and our management of the project will garner the trust and support of our donor /foundation support to proceed. Leading up to this critical step may require additional options to be considered. We are preparing for all scenarios and are still prioritizing this project so we may achieve our goals and minimize timeline and project challenges. The next few

MCCORMICK, SC 29036
AND
THE BOUDREAUX GROUP, INC.
1519 SUMNER STREET
COLUMBIA, SOUTH CAROLINA 29201

This amendment dated the 19th day of May in the year Two Thousand Twenty-One is hereby made part of the Owner/Architect Agreement dated January 29, 2021, between McCormick Arts Council at the Keturah (MACK), 115 Main Street, PO Box 488, McCormick, SC 29856 (OWNER) and The Boudreaux Group, Inc., 1519 Sumner Street, Columbia, South Carolina 29201 (ARCHITECT).

The Owner and the Architect agree to the following amendment to said agreement: additional scope of work to design a code required egress stair attached to the building. This scope includes architectural and structural services for design and construction phase services, including review of shop drawings and review of the work performed by the contractor.

Additional Stair Design and Construction Phase Services **\$6,300.00**

This amendment agreement entered into as of the day and year first written above.

Owner:
MCCORMICK ARTS COUNCIL AT THE
KETURAH (MACK)

Architect:
THE BOUDREAUX GROUP, INC.

By: Robert L. McKee
Authorized signature
James J. Buzard

By: Heather A. Mitchell
Heather A. Mitchell, AIA, President



P O Box 5695
 Columbia, SC 29250
 (803) 799-0247

MACK
 Ms. Heather McMally
 Director of Programs & Development
 115 S Main Street / PO Box 488
 McCormick, SC 29835

Invoice number 00005
 Date 06/29/2021
 Project M98121 MACK REHABILITATION

PLEASE MAKE CHECKS PAYABLE TO THE BOUDREAUX GROUP

For professional services rendered for the referenced project.

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Basic Services					
Schematic Design Confirmation	10,856.25	100.00	10,856.25	10,856.25	0.00
MEP Fee Separate Payment	36,500.00	100.00	36,500.00	36,500.00	0.00
Design Development	14,475.00	100.00	9,843.00	14,475.00	4,632.00
Construction Documents	25,331.25	0.00	0.00	0.00	0.00
Bidding/Negotiation	3,618.75	0.00	0.00	0.00	0.00
Construction Phase Services	18,093.75	0.00	0.00	0.00	0.00
Subtotal	108,875.00	56.79	57,199.25	61,831.25	4,632.00
Additional Services					
Amendment 1 - New Stair	6,300.00	0.00	0.00	0.00	0.00
Total	115,175.00	53.68	57,199.25	61,831.25	4,632.00

Introduction Checklist for Yoder Rosenberg Family Foundation

[Intro MACK Letter I](#) / [Intro MACK Letter II](#) / [Intro MACK Letter III](#) / [Intro MACK Letter IV](#)

[MACK Pledge Announcement Article - Oct. 2020](#)

[YRFF Gift Agreement - Capital](#)

[YRFF Gift Agreement - Educational](#)

[History of the YRFF \(DRAFT\)](#)

[SHPO MACK Rehab Project Validation](#)

[MACK Stakeholder Survey Summary - April 2021](#)

[Original Project Budget](#)

[AIA Architect Contract](#)

[MACK Estimated Payment and Schedule](#)

[MACK Project Meeting Topics / Milestone Summary](#)

[MACK Capital & Maintenance Committee - Project Goals](#)

Please expect a second packet to outline the detailed scope of work for the MACK Rehabilitation Project through June 30, 2021. The report will be provided to our leadership and YRFF representatives by mid July upon review of our MACK Capital & Maintenance Committee. This packet will include the following items to date. Please note all committee / project documents are the property of the MACK Capital & Maintenance Committee - For information only as details are subject to change.

- Financial Summary
- Monthly Invoices
- Quarterly / Monthly Reports
- Architectural Documents
- Committee Meeting Agendas and Video Links



To contact Heather McNally, Director of Programs and Development directly please email mccormickarts@gmail.com / (864) 602-0331.

MACK Communications Report - 7/15/2021

- MACK Highlight / Articles
 - [SC Arts Alliance: \\$3.5 million more for the arts in State Budget / \\$20 Million through ESSER III](#)
 - [MACK Rehabilitation Project – On Track and Proceeding Smoothly](#)
 - [McCormick School District – Expanding arts and looking for summer support!](#)
 - [Yoder Rosenberg Family Foundation – Scholarships return in 2021!](#)
 - [Enjoy the MSD Virtual Student Exhibition!](#)
 - [Stakeholder Survey: Results ... Thank you!](#)
 - [MACK Capital & Maintenance Committee Approves Project Goals](#)
 - [The MACK Guild & Gift Shop - Thriving on Main Street!](#)
 - [Winthrop University offers Master of Arts in Arts Administration Degree Program](#)
 - [MACK: Positive developments!](#)
 - [MACK continues to serve as In-Kind Partner for Art in Education with our local School District](#)
 - [MACK Capital Project - Stakeholder Survey](#)
 - [Welcome to McCormick!](#)
- NEW - Soon to be included in all posts and online content
 - Sign up as “Interested Student” Button
 - Sign up as “Interested in Youth Programs” Button
 - Sign up as “Interested in Volunteer Opportunities” Button
 - Option for both newsletter interest and stand alone use
- All programming communications remain internal at this time
- Upcoming
 - Yoder Rosenberg Scholarship Recipients - August 1
 - Sundays at Four - Mid August
 - Membership “Drive” - September 1
 - End of Year - October 1
 - Shop Small - November 1
 - Holidays - Mid December
 - Various Stakeholder Update - MACK Rehab Project (Ongoing)



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Dear kids
and
families ...

McCormick
Youth present
Partners

PICTURING
WOMEN
INVENTORS



1) Madison Maxey measuring the temperature of an e-textile, 2018. Photo by L. Fontana, courtesy of Madison Maxey. 2) Ayah Bdeir with littleBits. Photo by M. Senese for Make Magazine. Courtesy of Ayah Bdeir. 3) Astronaut Ellen Ochoa, Courtesy NASA.

If you had to name an inventor, would it be a woman? Like their male counterparts, women inventors represent all segments of American society, but their stories are often overlooked or undervalued. Picturing Women Inventors highlights the distinctive motivations, challenges, and accomplishments of exceptional 20th- and 21st-century inventive women who are diverse both personally and professionally. Presented in bold wall murals, with text in English and Spanish, the exhibition illustrates the creativity of women inventors while inspiring young people (especially girls) to see themselves as future inventors.



Smithsonian

Family

Exhibition Night

July 30

6 - 8 PM

Red Rooster Emporium

(2nd Floor Art Gallery)

118 S Main St

McCormick SC 29835



Picturing Women Inventors is organized by the Smithsonian Institution Traveling Exhibition Service, in collaboration with the Lemelson Center for the Study of Invention and Innovation and the United States Patent and Trademark Office, and is sponsored by Lyda Hill Philanthropies IF/THEN Initiative and Ericsson.



McCormick
County
Historical
Commission



COOPERATIVE EXTENSION
College of Agriculture, Forestry and Life Sciences

