



Portland Ovations contributes to the cultural, social, and economic wellbeing of our community by presenting an array of high quality performing artists from around the world and creating diverse educational experiences that bring the enjoyment, energy and enrichment of the arts to all.

Board Meeting
Wednesday, September 22, 12 noon-1:30 pm
Cumberland Club, Portland, ME

Zoom Link

<https://us06web.zoom.us/j/87503332463?pwd=N2g2UjVPSG5QRDJrZXJkSVpadTludz09>

AGENDA

Welcome & Consent Agenda—M. A. Lindemann

- Looking to the year ahead, Board calendar, meetings, committees, expectations
- Consent Agenda -- September 22, 2021 agenda; 6/16/21 and 7/21/21 Annual Meeting Board of Director Meeting Minutes

Board Excellence – C. Hughes

- Proposed slate (attached)

The year ahead —M. A. Lindemann

- Board calendar, meetings, committees, expectations

Executive & Artistic Director Report—A. Petrin

- State of the State -- industry update, fall contingency planning
- Organizational Update -- staffing, office space
- Relief funding updates
- 2021-22 Season Preview

Treasurer's Report—M. Stillings

- August 2021 P&L (attached)
- August 2021 Balance Sheet (attached)

Development Steering Committee Report – M. Boyson, C. Oakes

- FY22 Development Goals & Strategies -- M. Boyson, C. Oakes
 - Expectations of the board -- M. Boyson
 - August Dashboard Update (attached) -- C. Oakes
- Discussion: funding from marijuana businesses – M. Boyson
- Annual Fundraiser Update – T. Powers

Strategic Plan Update – P. Genova

COVID Response Team – O.t. Boekhorst
Board resolution (attached)

*To inspire a curious and imaginative community
where the experience of the performing arts is a vital part of everyday life.*

PORTLAND OVATIONS
BOARD MEETING MINUTES
JUNE 16, 2021

The Board of Directors of Portland Ovations postponed the June meeting until July 21, 2021

The meeting in July will be the Annual meeting.

The Finance Committee continued to meet to develop the Budget for Fiscal year 2021-2022 for presentation at the July meeting.

On June 14th, a quorum of the Board comprising the Finance and the Executive Committee's voted to accept the budgeted increase for staff wage increases in order to implement them in a timely fashion.

The full Board was encouraged to attend the June 15th Screen to Stage online preview party. This event outlined the events currently booked for live performances in the next season and opened ticket sales to those with a membership.

Respectfully Submitted: Carolyn Hughes, Secretary.

PORTLAND OVATIONS
Annual Board Meeting

MEETING MINUTES
JULY 21, 2021

The Board of Directors of Portland Oventions Annual meeting was held July 21, 2021, at Rising Tide Brewery from 12 noon until 1:20 p.m. Lunch was provided.

Attendance: M. Boyson, P. Genova, C. Hughes, J. Isaacson, F. Knight, M.A. Lindemann, J. Lufkin, J. Morgan, S. Morrison, M. Noyes, D. Nuzzi, T. Powers, S. Schutz, M. Stillings.

Staff in attendance: A. Petrin, C. Oakes, E. Hager

Welcome Remarks: M.A. Lindemann opened the meeting with a new poem written for us by Katherine Ferrier. It was announced that since the Budget was prepared, we anticipate Portland Oventions will get \$600k in grant money from the Small Business Administration's Shuttered Venues Operating Grants. Thank you to M. Boyson for arranging the meeting room and lunch.

M.A. Lindemann motioned for the Consent Agenda consisting of the July 21, 2021 agenda, with the change in the order of the agenda; and the May 21, 2021, meeting minutes be approved. All voted in favor, with A. Ylvisaker voting by proxy.

The report of the Executive Director A. Petrin started with the Land Acknowledgement and a quote seen by Board member P. Genova on a business sign – "The world is short staffed, be kind to those who showed up."

- A. Petrin gave a quick look back to the unique year that was the 20-21 season. Highlights included 5 commissions, and many virtual events that were produced or had content added just for Portland Oventions. There were digital workshops put on by performers that were unique to Portland Oventions and attended by people locally and from outside the area. Our Seeking Resonance series continued with on-line dialogs with artists and community leaders in partnership with Indigo Arts. And we had live streaming performances in conjunction with the Kennedy Center for the Arts.
- All of this was done with a reduced and remote staff! While still working remotely, staff is coming back with all current staff at full time, a new Production Manager on board and hiring for 2 new and 1 unfilled current position now in the works. Changes in the current staff see C. Oakes taking on the job of Director of Marketing and Development and Mary Campbell becoming the Office Administrator.
- Office space has become a key issue. The real estate market is tightening up, but A. Petrin and E. Hager are pursuing several opportunities. One that is most promising is on the corner of Congress and Exchange streets. This site would be more money for a lease than originally planned but would offer many benefits, including the ability to put up signage in a visible location. Discussion followed on the features and advantages of the site, who pays for tenant improvements and how to add that to any lease agreement, and the need to look at this over a longer term. The next step would be to sign an LOI. Everyone was in favor of moving forward with this site and Petrin signing LOI based on initial terms presented. E. Hager will arrange another viewing of the site and issue an open invitation to the Board to view the property.
- Portland Oventions reopening will start in August with Kinan Azmeh's City Band playing a free concert on Wednesday August 4th at Fort Allen Park. This will be part of A Message From Far Away presented by the

Remote Theater Project in partnership with Creative Portland, Mayo Street Arts, The Greater Portland Immigrant Welcome Center and Portland Ovations. This is an example of our community outreaching and collaborate programming.

- The season preview – Part 2 – will be a live event at Merrill Auditorium. This will be a free event with member extras. The season will continue with a performance of Bandaloop on October 8 and 9 and a free public concert by Dan & Claudia Zanes in Deering Oaks and at Portland schools.
- Some presenters that we may want to book require us to have a full capacity audience (masked) but this may be hard to accommodate without more input and sense of the audience readiness to attend a live event indoors.
- Event staff is in short supply. City and volunteer staff are mostly new to the job or pulled in from other full-time positions. A. Petrin is checking to make sure that union members are ready for backstage work for shows like Rent (October 28 & 29).
- The SVOG money will allow us to dream. While the SVOG money is strictly limited to Operating purposes it frees up other money to use for thoughtful presentations that may not pay for themselves.
- A. Petrin and P. Genova urge the Board to take time to debrief with IDI individually from the work done for the workshop earlier in the year. We all need to paddle to move the organization, especially as we have few opportunities to truly be in the minority.
- A Fall fund raiser is being planned. This will get us back on track with our fund raising flow and keep the fall spot in donors minds for our Organization.

M. Boyson introduced the FY21-22 Development Goals and Strategies.

- C. Oakes is the new Director of Marketing and Development and has brought some new ideas to build on the work of last year. Rebuilding Membership is one area to be tackled next year. We need to thank our members for sticking with us and excite them for the new year and in-person events. Covid 19 and its variants is not finished yet and we will need to be flexible and considerate of audience and members.
- The Development plan and budget was presented in a handout before the meeting. Budget goals for this year are in line with FY2019-2020. Relief funding grants are listed on a separate line and do not include the SVOG money. The grant money will give us breathing room to re-grow our audience and try new programs as we return, slowly, to in person events.

M. Stillings presented the Budget for the Fiscal year 2021-2022. As usual the budget aims to break even. Grants meant that last year we ended the year ahead of budget.

- We went into the last season with a strong balance sheet from several prior year's operations. The Financials were watched by A. Petrin and the Finance committee closely this last year and we ended up ahead.
- It is time to make some investments in our future. The buzz for performances is back and we need to position Portland Ovations for long term growth. This will involve some additional expenditures that are not fully known yet so are not covered in the budget. The budget does have leeway for some additional expenditures and the SVOG grant will also give more room. Contingency money is included in the programming budget and the Staff budget includes money for new positions identified but not filled. Rent allowance in the budget is a low estimate.
- The Budget was worked out over three meetings of the Finance Committee. The Committee challenged A. Petrin to think big. The progression to live will involve a deliberate acceleration of programs. It will be a ramp up not a lift off. The budget is based on a loss before Government grants are added to the income.

A motion to approve the budget as presented was proposed by J. Lufkin and seconded by F. Knight. All voted to approve.

C. Hughes presented the slate of Board members and Board Executive.

- A thank you to the Board members who have resigned this year: Ms. Amy Gallant; Ms. Marcia Minter and Dr. Edward Walworth. Their contributions were most appreciated.

- The following Board Members have terms that expire this year. The Board Excellence committee recommend that their terms be renewed:
 - Ms. Felicia Knight
 - Ms. Mary Noyes
 - Mr. Olivier te Boekhorst
 - Ms. April Ylvisaker

Motion to accept these members for another three-year term was made by T. Powers and seconded by C. Hughes. All voted in favor.

- The Board of Excellence Committee puts forward the following slate of officers for the 2021-2022 fiscal year:
 - Ms. Mary Allen Lindemann: Chair
 - Mr. James Morgan: VP at Large
 - Mr. Michael Stillings: Treasurer
 - Ms. Carolyn Hughes: Secretary
 - Mr. Peter Genova: Strategic Planning

- M. Sigmund Schultz, past chair has concluded his term on the Executive Committee as immediate past chair and will continue as a board member.

A motion to accept the proposed slate of officers was made by J. Lufkin and seconded by D. Nuzzi. The vote was unanimous.

There are positions on the Board that are available, and the Board Excellence committee is preparing to nominate several people in the fall. The committee welcomes input from all Board members.

M.A. Lindemann ended the meeting by telling us to invite people to join our events. Not everyone knows who we are. We need to get the word out and get people back in the audience.

The meeting ended at 1:20 p.m.

Respectfully Submitted: Carolyn Hughes, Secretary.

Board Nominations for September meeting

At our September meeting the following nominations will be made. Please review and raise any questions with Carolyn Hughes for the Board Excellence Committee (hughes.carolyn.ann@gmail.com); or Aimee Petrin (apetrin@portlandovations.org) or Mary Allen Lindemann (mal@coffeeebydesign.com) prior to the Board meeting on Wednesday September 22, 2021.

1. Mary Noyes to the Executive Committee as VP at Large.

Mary has been on the Board since 2009. She brings a wealth of knowledge and passion to the Board through her work with other Boards both local and international. Her ideas and connections, including in areas dealing with diversity and inclusion, have been invaluable over the years. This past year Mary has been part of the Strategic Planning Committee and looks forward to helping Oventions implement the plan when finalized.

2. Sayad Moudachirou to the Board

Originally from Benin, Sayad is a native French speaker, fluent in English and proficient in Spanish. Sayad holds a Master of Arts in Economics and Finance from Brandeis University - International Business School, a Master of Science in Finance and Banking from Université Paris IX Dauphine (Paris, France), and a Bachelor Degree in Economics from Paris I, La Sorbonne (Paris, France).

Sayad is a managing consultant in London Economics International LLC's Energy practice. He advises utilities, regulatory authorities, developers and other key stakeholders on policy, operational, and strategic matters pertaining to the power sector. Concurrently, Sayad has been carrying out compliance and management service activities for small hydropower plants in the Northeast. His responsibilities there and at prior positions draw on his strengths in budgeting, strategic planning, project management, and due diligence activities.

Sayad's passion for music and visual arts combined with his experience living and working in multiple countries, have shaped his views of art as a multicultural and diversity bridge, that shall be accessible to all. As a new Maine resident, Sayad would bring a multicultural perspective to the Board, and with his financial and managerial background, would add depth to the Board in these areas as we look to new financial models and new areas of growth.

2021-2022 Board Calendar

Our Vision

To inspire a curious and imaginative community where the experience of the performing arts is a vital part of everyday life.

Our Mission

Portland Ovations contributes to the cultural, social, and economic wellbeing of our community by presenting an array of high quality performing artists from around the world and creating diverse educational experiences that bring the enjoyment, energy and enrichment of the arts to all.

STANDING BOD AGENDA

President Welcome & Remarks:

Consent agenda includes: agenda, minutes from previous meeting, monthly dashboard with narrative, sales report, treasurer's memo

Mission & Programs -- Executive & Artistic Director

Development Steering Committee Report

<<<Additional committee reports; special guests>>>

MEETING LOCATIONS: Executive Committee meetings take place noon-1:30 pm remotely until further notice; all board meetings take place noon-1:30 pm remotely until further notice.

September

EXECUTIVE COMMITTEE: Wednesday, September 8, noon-1:30

BOD MEETING: Wednesday, September 22, noon-1:30 pm

Standing Agenda +

2021-22 Season Preview

FY22 Priorities

Strategic Planning Task Force: New Strategic Plan

Board Excellence Committee: new board member slate

Development Steering Committee: Development Strategic Plan & the Board

October

EXECUTIVE COMMITTEE: Wednesday, October 13 noon-1:30 pm

BOD MEETING: Wednesday, October 20 noon-1:30 pm

Standing Agenda +

Strategic Planning Task Force: New Strategic Plan

Inclusion, diversity, equity, access (IDEA) workshop – TBA

November

EXECUTIVE COMMITTEE: Wednesday, November 10, noon-1:30

BOD MEETING: Wednesday November 17, noon-1:30 pm

Standing Agenda +

Quarterly Finance Report
Board Excellence
Special Guest: dancer Leonardo Sandoval

December

EXECUTIVE COMMITTEE: Wednesday, December 8, noon-1:30 pm

BOD Meeting & HOLIDAY EVENT: December 16, afternoon/evening time & location TBD

Business meeting followed by Holidays reception

January

EXECUTIVE COMMITTEE: Wednesday, January 12, noon-1:30 pm

BOD MEETING: Wednesday January 19, noon-1:30 pm

Standing Agenda +
Strategic Partnerships

February

EXECUTIVE COMMITTEE: Wednesday, February 9, noon-1:30 pm

BOD MEETING: Wednesday February 16, noon-1:30 pm

Standing Agenda +
E&AD's Post APAP Sharing, first look at 2022-23
Workshop with Maine Intercultural Communications Consultants

March

EXECUTIVE COMMITTEE: Wednesday March 9, noon-1:30 pm

BOD MEETING: Wednesday, March 16, noon-1:30 pm

Standing Agenda +
Dramaturgy & IDEA: John Cameron Mitchell/Hedwig

April

EXECUTIVE COMMITTEE: Wednesday April 13, noon-1:30 pm

BOD MEETING: Wednesday, April 20, noon-1:30 pm (SCHOOL VACATION WEEK)

Standing Agenda +
Board Excellence: New board member elections.
Dramaturgy & IDEA: Sphinx Virtuosi

May

EXECUTIVE COMMITTEE: Wednesday May 11, noon-1:30 pm

BOD MEETING: Wednesday, May 18, noon-1:30 pm

Standing Agenda +
FY23 Budget Presentation
Dramaturgy & IDEA: Amadou & Mariam/Blind Boys of Alabama

June

EXECUTIVE COMMITTEE: Wednesday June 8, noon-1:30 pm

ANNUAL BOD MEETING: Wednesday, June 15, evening TBD

Dramaturgy & IDEA: Hairspray



2021-2022 Board Committees, Task Forces & Affiliate Boards

All Committee descriptions are drafts, pending updates to integrate new strategic plan.

Executive Committee

Charter: The Executive Committee represents the nucleus of Portland Ovations' Board leadership. It is empowered to act on behalf of the full board when necessary. The Committee is responsible for the strategic oversight and may call task forces as necessary. Furthermore, working with the Board Excellence Committee, it addresses issues of Board Member responsibility and accountability and may from time-to-time engage in Board evaluation processes. The Executive Committee acts as the de facto Human Resources Committee for the organization, responding to personnel issues (including but not limited to annual budget review of salaries) and conducts the annual performance and compensation review of the Executive & Artistic Director. Finally, it acts as a sounding board and support system for the Executive & Artistic Director.

The Executive Committee meets monthly on the second Wednesday at the month.

Mary Allen Lindemann, chair

Peter Genova

Jim Morgan, VP

Mary Noyes

Mike Stillings, Treasurer

Staff: Aimée M. Petrin

Carolyn Hughes, Secretary

Finance & Audit Committee

Charter: To ensure Portland Ovations' financial controls are strong and upheld and that any financial concerns (whether they be related to practices or results) are brought to the attention of the full board.

Committee Duties:

- Steward Ovations through COVID-19 crisis and resulting economic recession with regular meetings and oversight of quarterly financial review, forecasting and recommendations
- Analyze, support and make recommendations for Ovations' next home
- Oversee the annual budget process making its recommendation to the full board
- Review the annual independent audit and Form 990
- Oversee the organization's investment activity including setting and maintaining spending and investment policies and regular review of the organization's investment portfolio.
- Regularly review the financial performance of the organization
- Provide monthly summary of YTD financials compared to budget via written memo in consent agenda with quarterly live reports.
- Assist in modeling, financial planning, negotiations related to new office lease

Mike Stillings, chair

Dan Nuzzi

Mike Boyson

Olivier te Boekhorst

Mary Noyes

Staff: Aimée M. Petrin

Jack Lufkin



Development Steering Committee

Charter: Our committee is charged with steering the development efforts of Portland Ovations' Board of Directors through realization of the annual Development Plan. The Board's priority focus is in leveraging individual Major Gifts (\$1000+) and corporate support through the prospecting, cultivation, solicitation and stewardship of donors. This first involves soliciting our board for donations and recruiting our board members to assist in the organizational development effort. Additionally, we serve as the base level of support for Tania Powers and each of the Special Events she oversees. The Development Steering Committee works closely with the staff development team (Executive & Artistic Director, Director of Development & Marketing) to achieve overall development goals outlined in the Development Plan. The committee's overarching goal is to help realize the vision of our organization which is *To inspire a curious and imaginative community where the experience of the performing arts is a vital part of everyday life.*

Mike Boyson, chair

Tania Powers – Special Events

Jim Morgan

Mary Allen Lindemann – Special Events

Carolyn Hughes

Staff: Casey Oakes, Aimée M. Petrin

Board Excellence Committee

Charter: to ensure the Portland Ovations' Board is properly structured, roles and expectations are clear and the board is working at its highest level. Key areas of committee responsibilities include:

1. Board Management: Work with board members individually and collectively to communicate and ensure all are knowledgeable, in alignment with and held accountable for:

- Roles and responsibilities
- Governance best practices and ethics
- Contributions of time, talent and treasure

2. Board Member Recruitment: To cultivate and seek people for the Board of Directors, Board Committees and other advisory roles that:

- Believe and support the accessibility of quality, live performing arts to the whole community.
- Have a cultural competence that embraces varying cultural and community norms, and recognizes the role of performing arts in promoting understanding of others practices, beliefs, rituals and background.
- Bring a unique set of skills, community knowledge and experiences to the Board to diversify the voices guiding the organization.
- Are willing and able to advocate for Ovations in culturally diverse populations and to assist with bringing diverse constituents into the planning and decision-making process to meet Ovations' mission.



- Are willing to assist in fundraising and financial support as outlined in the Development Plan.

3. Board Member Education and Development: The Board Excellence Committee works with other committees to plan and host Board Member events that:

- Contribute to Board development and cohesion;
- Foster Board involvement in all aspects of Board governance;
- Ensure the Board members are conversant in all areas of Ovation programming;
- Know and embrace their roles in the Development plan;
- Engage and educate the board on the importance of inclusivity, diversity, equity and access in how we operate and express ourselves and our mission;
- And ensure that the Board experience is relevant and enjoyable.

4. Board Achievement Metrics: To ensure that the Board is achieving excellence the Board Excellence Committee proposes and maintains metrics on Board efforts and uses these metrics to develop strategies for improvement.

Mary Allen Lindemann

Rachael Alford

Jamie Isaacson

Zoe Sahoul

Carolyn Hughes

Staff: Aimée M. Petrin, Mary Campbell

Felicia Knight

Strategic Planning Task Force

Charge: To conceive and present for approval a three-year strategic framework that sets the course for Ovation's future.

Peter Genova, Chair

Rachael Alford

Olivier te Boekhorst

Heidi Hansen

Susan Morris

Atiim Boykin

Mary Noyes

Staff: Aimée Petrin, Katie Day, Sarah Coleman

COVID Response Task Force

Charge: with current data, industry examples, wellbeing/public safety guiding us, the COVID Response Team is charged with making recommendations for policies governing Ovation board and staff; artists; and audiences – both our internal operations and public-facing programs.

Olivier te Boekhorst, chair

Jamie Isaacson

Sig Schutz

Melanie Small, InterMed

Felicia Knight

Staff: Eric Hager, Aimée M. Petrin, Casey Oakes

Mary Noyes



AFFILIATE BOARDS

PortTIX Board

Aimée M. Petrin, chair

Dan Nuzzi

Jamie Isaacson

Gary Koocher

CCE Foundation Board

Sig Schutz

Mike Boyson

Carolyn Hughes

Marcia Minter

Staff: Aimee M. Petrin

	Actual August-21	FY22 Projected	FY22 BUDGET	FY21 BUDGET
Ordinary Income/Expense				
Income				
TICKET INCOME	192.00	1,085,172.50	1,085,172.50	0.00
COMMUNITY OUTRCH	0.00	4,550.00	4,550.00	0.00
DEVELOPMENT INCOME				
Corporate	18,764.37	90,000.00	90,000.00	33,000.00
Individual	16,624.25	280,000.00	280,000.00	235,500.00
Grants / Foundations	729,138.93	1,230,980.00	600,980.00	264,400.00
Fund Raisers	0.00	65,000.00	65,000.00	83,700.00
Total DEVELOPMENT INCOME	764,527.55	1,665,980.00	1,035,980.00	616,600.00
OTHER INCOME	26.27	50,000.00	50,000.00	
Total Income	764,745.82	2,805,702.50	2,175,702.50	616,600.00
Gross Profit	764,745.82	2,805,702.50	2,175,702.50	616,600.00
Expense				
INSTITUTIONAL PR	2,382.58	15,000.00	15,000.00	19,000.00
PRODUCTION	25,131.71	1,023,591.20	1,023,591.20	62,000.00
MARKETING	16,742.19	202,000.00	202,000.00	15,000.00
Total PROGRAM EXPENSES	44,256.48	1,240,591.20	1,240,591.20	96,000.00
ADMINISTRATION				
Employment	104,447.81	762,938.25	762,938.25	429,720.08
Professional Services	17,020.00	56,950.00	60,950.00	40,000.00
General	9,150.51	188,270.00	188,270.00	111,410.00
Total ADMINISTRATION	130,618.32	1,008,158.25	1,012,158.25	581,130.08
Total Expense	174,874.80	2,248,749.45	2,252,749.45	677,130.08
Net Ordinary Income	589,871.02	556,953.05	-77,046.95	-60,530.08
Other Income	-11.56	78,609.73	78,609.73	63,964.00
Net Income	589,859.46	635,562.78	1,562.78	3,433.92

FY22 Includes PPPs, ERC, NOT SVOG

FY22 Actuals & Projected now included SVOG1

Portland Ovations

Balance Sheet

As of August 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking -Operating	91,605.96
Investments	
Vanguard Federal Fund	549,322.38
Vanguard Index Fund	868,137.14
Total Investments	1,417,459.52
Savings	
Cash Reserves - GSB	205,043.27
Savings - TD Bank	606,491.93
Total Savings	811,535.20
Total Bank Accounts	\$2,320,600.68
Accounts Receivable	
A/R - Default	288,922.56
Receivables	124,370.00
Total Accounts Receivable	\$413,292.56
Other Current Assets	
Bulk Mail Postage Account	9.06
Cash for Shows	104.60
Prepaid Expenses	5,000.00
Security Dep	600.00
Total Other Current Assets	\$5,713.66
Total Current Assets	\$2,739,606.90
Fixed Assets	
Accum depreciation	-97,018.36
Equipment, Furniture & Fixtures	101,193.62
Total Fixed Assets	\$4,175.26
Other Assets	
Investment in Porttix	-8,550.00
Total Other Assets	\$ -8,550.00
TOTAL ASSETS	\$2,735,232.16

Portland Ovations

Balance Sheet

As of August 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	17,506.29
Total Accounts Payable	\$17,506.29
Other Current Liabilities	
Deferred - Contributions/Grants	76,480.00
Deferred Income - Tickets	12,192.50
Deferred Sales - Portix	157,681.40
Payroll Liabilities	43,878.65
SBA Loan	101,300.00
Total Other Current Liabilities	\$391,532.55
Total Current Liabilities	\$409,038.84
Total Liabilities	\$409,038.84
Equity	
Board Designated - Endowment	1,122,999.50
Temporarily Restrcted	45,700.00
Unappropriated	567,634.36
Net Income	589,859.46
Total Equity	\$2,326,193.32
TOTAL LIABILITIES AND EQUITY	\$2,735,232.16



Development Plan Summary for Portland Ovations 2021-22: August 2021

Goal: **\$1,035,980** ordinary goal **\$635,980**

Member and Corporate Sponsorship continue to track ahead of FY21. Corporate in particular is moving along well. There are still confirmed sponsorships not reflected on the dashboard because we have not yet received the funds. We are behind in grants compared to FY21 but that remains to be a timing issue, and we have stayed on top of all grant proposals and renewals. I expect the next month to be strong in Membership, as we kick off season sales. We also have work to do with major donors, and will continue to strategize. Please remember these numbers do not reflect the Bridge Campaign, which is showing up in its own separate line for clarity.

Campaign	When	Strategy	FY21 YTD Comp	FY22 Budget Goals	FY22 YTD	Owner
Membership Renewals <\$1,000	Quarterly	Re-imagining a vibrant, inclusive Membership program with specific Communications campaigns to attract diverse Members. This should include O2 events specifically geared to engage younger Members in participatory experiences.	\$ 5,218	\$ 115,000.00	\$ 15,624.25	Development Director
Membership Renewals \$1,000-\$4,999 Standing O Circle	Quarterly	This level is where a well-managed MOVES strategy WILL work, if there is enough staff capacity to reach out and touch, cultivate, and steward approximately 100 donors in the \$500 - \$5,000 range.	\$ 1,000	\$ 60,000.00	\$ 1,000.00	Board + ED
Membership Renewals \$5,000-\$9,999 Benefactors	Quarterly	These are the donors specific to Aimee's stewardship portfolio. Cultivation of NEW entry-level donors to this group is coordinated with the MOVES strategy at the \$500-\$5,000 level.	\$ -	\$ 35,000.00	\$ -	Board + ED
Membership Renewals \$10,000+ Innovators	Quarterly	Targeted campaign to increase group of annual donors giving \$10,000 or more	\$ 700	\$ 70,000.00	\$ -	Board + ED
Corporate Sponsors	Quarterly	This is an area specifically targeted for growth in FY22 due to the fact that many corporations not already in Ovations portfolio have experienced strong and even record profits in FY20-21 during the pandemic. Needs board support and relationships to be successful.	\$ -	\$ 90,000.00	\$ 18,764.37	Board + ED
Events	Annual	Fall fundraiser for our 200 most committed donors. Preview party (includes raffle) is for the broader community and open to all.	\$ -	\$ 65,000.00		Board + Staff
Grants (Standard)	Quarterly	As scheduled	\$ 101,330	\$ 200,980.00	\$ 15,000.00	Development Director
Grants (Relief Funding)	Rolling	Apply for all eligible relief funds		\$ 400,000.00		ED
Planned Giving		Potential 90th campaign				Board
Bridge Campaign FY21			\$ 96,950			
Total			\$ 205,198	\$ 1,035,980	\$ 50,389	



**Vaccine Safety Board Resolution
September 22, 2021**

The Portland Ovation Board of Directors governs an organization that is dedicated to bringing live performing arts experiences to the greater Portland community.

Our organization has been severely affected by the pandemic and the safety measures that have helped to limit the impact of COVID-19 on artists, staff, and audiences. The Board recognizes that because of scientific rigor and perseverance, highly effective vaccines have been developed that have proven to prevent moderate to severe symptoms and reduce hospitalizations and deaths in adults who have received these vaccines.

Therefore, we move that the Ovation Board of Directors affirm the requirement of full COVID19 vaccination for all current and new Board members, with appropriate exceptions for documented medical and religious reasons.

Further, as leaders in the Portland community, Board members will encourage and support vaccination and other safety measures that have been proven to reduce transmission, such as wearing a mask and maintaining good hygiene, to prevent the spread of COVID19 in the community.