

Friends of the Visual Arts
dba **Willamette Art Center**
Board of Directors Meeting
Minutes

<i>Date</i>	June 20, 2025
<i>Time</i>	1:00 - 2:00 pm
<i>Location</i>	Virtual

Attendees

Board

Amanda Katzenmeyer, Josie Hummert, Renita Hiebert, Pam Baldwin, Wendy Cornelisen, Dana Field, Carla Axtman

Staff

Lisa Joyce

1. Call to Order

Carla Axtman called the meeting to order at 1:09 pm.

2. Lease of new facility

Carla Axtman asked Lisa Joyce to share an update on the lease for the new facility. A final lease is not ready yet, but she wanted to ask about a couple of clauses and see what the board was willing to accept.

Lisa shared that the HVAC unit maintenance and responsibility are currently still being negotiated. The owner is concerned that a ceramic studio will cause damage to the HVAC system and has requested that the WAC be responsible for maintenance and repairs. The replacement of a system would still be the responsibility of the landlord/owner.

The parking agreement clause has language that allows the landlord to reserve the rights to develop the gravel lot behind the building. That would reduce our parking availability. The language states that the landlord would give six months' notice of intent to develop and would work in good faith to find additional parking.

The Board directed Lisa to move forward with the parking clause and to get more details from the company who normally services the HVAC for the property including the cost of repairs, condition of the unit and any other information that would be useful to make a determination for the budget about how much should be budgeted for annual maintenance of the system. Neither of these particular clauses was an issue enough for the Board to not move forward with finalizing the lease.

Lisa expected a final draft of the lease by Monday, June 23, and would share the information she gathered about the HVAC via email beforehand.

3. Other Business

The Board called an emergency meeting for Monday, June 23 to approve the final lease language and authorize Lisa Joyce to sign the agreement.

4. Adjourn

Carla Axtman adjourned the meeting at 1:57 pm.

Carla Axtman, President

Recorded by Josie Hummert