2-18-2005

Minutes Board of Directors Meeting: February 18, 2005

The DaVinci Institute

Abstract

A meeting of the Board of Directors was held on February 18, 2005 at the Oklahoma State Regents for Higher Education (OSRHE) in the Conference Room.
AGENDA
The DaVinci Institute

Oklahoma State Regents for Higher Education
February 18, 2005

I. Call to Order
II. Introduction of Guests
III. Approval of Minutes
IV. Financial Report
V. Update from the Scholars Committee
VI. Update from By-laws Committee
VII. Letterhead Update
VIII. Webpage Update
IX. Creativity Project Report
X. Spring Banquet Update
XI. Tulsa County Cultural Roundtable
XII. Old Business
XIII. New Business
XIV. Adjourn
DaVinci Institute
Board Meeting RSVP's for February 18, 2005
(as of 2/15/05 2:15 p.m.)

YES:
Jack Bryant
Billi Kaye Meacham
Susan McCalmont
John McCarroll
Linda Tiller
Michael Miles
Flo Potts
Phil Moss
Peter Sherwood
Paul Hammond
Mary Broadnax
Kyle Dahlem
John McCarroll
Scott Hale

NO:
Terri Cummings (son’s surgery)
David Alexander (out-of-state conference)
Emily Stratton
Sara Jane Richter (school meeting)
Jean Hendrickson (out-of-state)
Mark Parker (national audition day for school of music)
Robert Con Davis-Undiano (conflict)

NO RESPONSE:
Marvin Lamb
Call to Order. A meeting of the Board of Directors was held on February 18, 2005 at the Oklahoma State Regents for Higher Education (OSRHE) in the Conference Room. Jack Bryant, President called the meeting to order at 12:14 p.m. Directors and Advisory Board members attending were Jack Bryant, John McCarroll, Michael Miles, Flo Potts, Phil Moss, Peter Sherwood, Paul Hammond, Mary Brodnax, Kyle Dahlem, Scott Hale, Marvin Lamb and Billi Kaye Meacham, Executive Director. Directors and Advisory Board members not attending were Terri Cummings, Tom Barlow, Ramona Paul, Emily Stratton, Sara Jane Richter, Jean Hendrickson, Mark Parker, Robert Con Davis-Undiano, Linda Tiller and Tim Faltyn.

Introduction of Guests. No guests attended the meeting.

Approval of Minutes. Flo Potts moved that the minutes of the January 21, 2005 meeting, as presented, be approved. Kyle Dahlem seconded the motion which was approved unanimously.

Financial Report. Treasurer Linda Tiller was unable to attend the meeting. The January 2005 financial report will be presented at the Board of Directors’ March 25 meeting.

Scholar Award Update. Billi Kaye Meacham reported that the updated application and guidelines were posted on the DaVinci website and that various members of the Board were forwarding information to their networks for publication and distribution. Kyle Dahlem, Chair of the Scholar Award Committee, explained that the guidelines had been revised for the 2005 Scholar Award to recognize teachers who had received their education, were currently employed in an Oklahoma public or private school, and had taught no more than three years. The nomination deadline was extended to March 18, 2005 with Board agreement.

Bylaws Committee Update. Mary Brodnax, Chair of the Bylaws Committee, reported that David Alexander had contacted the Southern Nazarene University Foundation legal counsel about reviewing, on a pro bono basis, the suggested changes in the bylaws to determine if they were consistent with the Articles of Incorporation. The attorney suggested that an Oklahoma attorney review the documents. Susan recommended that John Mee be contacted to see if he would review the documents.

Letterhead Update. The institute does not currently have official letterhead. Scott Hale agreed to create letterhead that could be generated on the computer for temporary use.

Webpage Update. Billi Kaye Meacham reported that Scott Hale, Susan McCalmont, Terri Cummings and she met with representatives of STAPLEGUN, an advertising, marketing and public relations firm, to discuss creation of a new website that would reflect and brand the new
Tulsa County Cultural Roundtable. Jack Bryant reported that the Tulsa County Cultural Roundtable, which coordinates activities in the Tulsa area and provides stipends to Arts and Humanities teachers for use in the classroom, is interested in developing a closer relationship with Da Vinci Institute and possibly partner in several of our projects. Jack will continue to explore the potential for a partnership with this group.

Creativity Project. John McCarroll provided an overview of the Oklahoma Creativity Project. The project is a collaboration of OETA, the Kirkpatrick Foundation, and Da Vinci Institute and is in the formative stage. This project began with teachers demonstrating the importance of the arts in education. It expanded to include exploration of creativity as a result of John and Susan’s attendance at an Aspen Institute Summit on “Funding the Humanities into the 21st Century.” While at this meeting, John and Susan met with a group to suggest that a similar project could be done in Oklahoma through the Da Vinci Institute. They proposed Oklahoma, a young state located in the center of the United States rather than on either coast, provided an ideal test site for a study of creativity. John stated that it would take at least a year to develop and nurture the project. During this initial year OETA could, for example, air “creative moments” focusing on the creativity of Oklahomans in business, technology, science, the arts, education and other relevant areas. The “creative moment” would be attributed to Da Vinci Institute designed to brand and build a concept of and publicize Da Vinci’s involvement in the project and its commitment to creativity and Oklahoma’s future. Three internationally recognized figures are ready to work on this project --- David Kennard, Ron Pompei, and Ken Robinson. OETA would document the project. The result would be a documentary that would focus the spotlight on Oklahoma and possibly have a national impact through replication in other states.

Following John’s report, Marvin Lamb moved that Da Vinci Institute Board of Directors draft a resolution to support the Oklahoma Creativity Project as described by John McCarroll. Phil Moss seconded the motion. The motion carried unanimously.

Spring Banquet Report. Billi Kaye Meacham reported this year’s spring event, Dinner and Conversation with Dr. Brian Lang, is scheduled for April 5, 2005. Dr. Lang is Principal and Vice-Chancellor of St. Andrews University located in St. Andrews, Scotland. In addition to being the keynote speaker at this event, meetings for Dr. Lange are being explored with the University of Oklahoma, Oklahoma State University, and the Terrorism Institute. The Omniplex and Cole’s Garden are being considered as possible venues. Susan McCalmont suggested a small reception be held prior to the dinner. Billi Kaye will provide invoices to those needing this documentation in order to process Purchase Orders. Billi Kaye distributed financial and attendance data for 2003 and 2004 and projected cost and revenue information for 2005.

Tulsa County Cultural Roundtable. Jack Bryant reported that the Tulsa County Cultural Roundtable, which coordinates activities in the Tulsa area and provides stipends to Arts and Humanities teachers for use in the classroom, is interested in developing a closer relationship with Da Vinci Institute and possibly partner in several of our projects. Jack will continue to explore the potential for a partnership with this group.
Old Business.

A. Debussy Quartet. The Debussy Quartet performed in Ardmore, Shawnee and El Reno. DaVinci Institute contributed $1,000 to sponsorship of this group.

B. Strategic Planning. Billi Kaye Meacham reported that she was scheduled to meet with Frank Merrick Monday, February 21, to discuss the next step in the strategic planning process.

C. Nominating Committee. Phil Moss, Flow Potts, Peter Sherwood, and Jack Bryant agreed to serve on the nominating committee for FY 2006.

D. Advisory Committee Responsibilities Update. Tim Faltyn, who is developing a list of responsibilities for Advisory Board members, was unable to attend and will report at the March meeting.

E. Recommendation Concerning Financial Report. Flo Potts suggested that it would be helpful if the financial report be e-mailed along with the minutes for review prior to each meeting. The Board supported this recommendation.

New Business. There was no new business.

Adjourn. Michael Miles moved that the meeting be adjourned. Paul Hammonds seconded the motion. Motion was approved unanimously. The meeting adjourned at 2:28 p.m.

Respectfully submitted:

Billi Kaye Meacham
Executive Director
March 25, 2005

Approved 3/25/2005

Or

Approved With Corrections As Follows