

CREATIVE PORTLAND

84 Free Street | Portland, ME | 04101 | 207-370-4784

Board of Directors Meeting

Wednesday, May 6, 2026

3:30 PM

Join via [GOOGLE MEET](#)

AGENDA

1. Welcome and President's Comments (Herb Ivy)

- A. Consent Agenda: March financials & April minutes
VOTE: to accept consent agenda

2. Executive Director Update (Dinah Minot)

- A. Staff Update
- B. *Resistance* Gallery Artist Reception Opening recap - April 30
- C. First Friday Art Walk & *Resistance* Public Opening recap - May 1
- D. Monday Morning Drop By recap - May 4
- E. Arts-related City Council amendments passed 4/27/26 (PPAC Budget correction & entertainment venue buffer extension). What it means.
- F. City's Vacancy Ordinance - Art installations begin on vacant storefront windows
- G. Art Exhibition Juror assignments for Dinah: Cape E Land Trust - Paint for Preservation (June 19) and the Boys & Girls Club - May 29
- H. Arts & Culture Summit set for Sept 22 at USM - steering committee mtg May 11
- I. Community news:
 - Portland - All Roads Music Festival on May 15 & 16
 - SPACE employees join UAW Local 2110, which represents workers in museums, cultural institutions, publishing, and education.
- J. FY 27 Work Plan & Budget Draft - discussion

3. Board Business

- A. PPAC presentation (Ronnie Wilson) plus PPAC assignment for FY27
- B. Volunteer schedule for FFAW

C. Board Share

4. **2026 Board Meeting Dates: June 3, 2026 - last meeting of the fiscal year to vote on future FY27 work plan & budget (in-person at 84 Free Street)**

Creative Portland
Statement of Activity
Profit & Loss
Budget vs. Actual
 July 2025 through March 2026

	Jul '25 - Mar 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · Operations (unrestricted)	125,070	187,725	-62,655	66.62%
4200 · Programs	14,628	98,625	-83,997	14.83%
Total Income	<u>139,698</u>	<u>286,350</u>	<u>-146,652</u>	<u>48.79%</u>
Cost of Goods Sold				
5000 · Cost of Programs	42,872	105,563	-62,691	40.61%
Total COGS	<u>42,872</u>	<u>105,563</u>	<u>-62,691</u>	<u>40.61%</u>
Gross Profit	<u>96,826</u>	<u>180,787</u>	<u>-83,962</u>	<u>53.56%</u>
Expense				
6000 · Marketing	3,521	5,438	-1,917	64.74%
6100 · Personnel	129,699	131,925	-2,226	98.31%
6200 · Occupancy Expenses	6,337	6,100	237	103.88%
6300 · Travel	140	2,250	-2,110	6.22%
6500 · Professional Services	17,274	26,250	-8,976	65.8%
6600 · Operating Expenses	11,344	11,430	-86	99.25%
Total Expense	<u>168,314</u>	<u>183,393</u>	<u>-15,078</u>	<u>91.78%</u>
Net Ordinary Income	<u>(71,488)</u>	<u>(2,605)</u>	<u>-68,883</u>	<u>2,744.12%</u>
Other Income/Expense				
Other Income				
7000 · Other Income-Expense	69	45	24	154.18%
Total Other Income	<u>69</u>	<u>45</u>	<u>24</u>	<u>154.18%</u>
Net Other Income	<u>69</u>	<u>45</u>	<u>24</u>	<u>154.18%</u>
Net Income	<u><u>(71,419)</u></u>	<u><u>(2,560)</u></u>	<u><u>-68,859</u></u>	<u><u>2,789.65%</u></u>

Creative Portland
Statement of Financial Position
As of March 31, 2026

	Mar 31, 26	Feb 28, 26	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010 · Creative Portland Checking	57,627	71,297	(13,670)	-19.2%
1011 · GSB Savings 5265	73,653	73,647	6	0.0%
1015 · Petty Cash	1,858	1,858	-	0.0%
Total Checking/Savings	<u>133,138</u>	<u>146,802</u>	<u>(13,664)</u>	<u>-9.3%</u>
Total Current Assets	<u>133,138</u>	<u>146,802</u>	<u>(13,664)</u>	<u>-9.3%</u>
Fixed Assets				
1400 · Fixed Assets	31,652	31,952	(300)	-0.9%
Total Fixed Assets	<u>31,652</u>	<u>31,952</u>	<u>(300)</u>	<u>-0.9%</u>
TOTAL ASSETS	<u>164,790</u>	<u>178,754</u>	<u>(13,964)</u>	<u>-7.8%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	1,325	-	1,325	100.0%
Total Accounts Payable	<u>1,325</u>	<u>-</u>	<u>1,325</u>	<u>100.0%</u>
Other Current Liabilities				
2100 · Payroll Liabilities	5,674	5,674	-	0.0%
2500 · Fiscal Sponsorship Liability	79,672	77,967	1,706	2.2%
Total Other Current Liabilities	<u>85,346</u>	<u>83,640</u>	<u>1,706</u>	<u>2.0%</u>
Total Current Liabilities	<u>86,671</u>	<u>83,640</u>	<u>3,031</u>	<u>3.6%</u>
Total Liabilities	<u>86,671</u>	<u>83,640</u>	<u>3,031</u>	<u>3.6%</u>
Equity				
3100 · Unrest'd Net Assets	149,538	149,538	-	0.0%
Net Income	-71,419	-54,424	(16,995)	-31.2%
Total Equity	<u>78,119</u>	<u>95,114</u>	<u>(16,995)</u>	<u>-17.9%</u>
TOTAL LIABILITIES & EQUITY	<u>164,790</u>	<u>178,754</u>	<u>(13,964)</u>	<u>-7.8%</u>

Creative Portland Board Meeting Minutes

Wednesday, April 1, 2026 (google meet)

Attendance:

Board Members:

Kate Anker (Immediate Past President), Mike Bove, David Brenerman, Heidi Dikeman, Elyse Grams, Lindsay Hancock, Sam Hamilton, Clare E. Hannan (Vice President), Lee Hartman, Herb Ivy (President), Zsafia McMullin, Dinah Minot (Assistant Secretary), Dave Page, and Matt Schwach (Secretary)

Absent: Haj Carr, Tae Chong, Gib Foltz, Daniel Minter, Councilor Regina Phillips, Greg Watson (ex officio)

Staff: Dinah Minot, Walks Tall Keith

1. Welcome & President's Comments (3:32pm)

Herb Ivy called the meeting to order and welcomed attendees.

2. Consent Agenda (3:33pm)

February Minutes, February Financials

Action: Vote to approve the Consent Agenda:

Motion first by Lindsay Hancock and seconded by Clare Hannan.

Unanimously approved.

2. City Council Workshop Update (3:33pm - 4:02pm)

- Clare reported on the good turnout of councilors (only one was absent).
- CP provided visuals of who we are as civic partners.
- The one-hour workshop presentation involved six board members: Kate, Clare, Greg, Dinah, Tae and Sam
- Discussed budget, relationship to the City, programs, and cultural tourism. We referenced a need for an increase to hire a new staff member, but during this difficult budget period, we will continue with grant pursuits to hire project coordinators.
- Dinah shared budget & metrics materials with Greg Watson (currently on leave) and Dena Libner, who confirmed our 200 line item, without the 50K increase, is in HEDD's budget recommendation to City Manager. Note: Creative Portland is funded from a TOD TIF in the HEDD department.
- Our workshop's hope was to present background info and about impactful programs and then to discuss strategies for collaboration re: affordable housing for artists, activation in the arts district, etc. but once we brought up an increase, discussion turned to budget plan. Councilor Sykes compared Portland to other cities in terms of funding for the arts per person. Portland is only 78 cents/person vs \$6/\$7 elsewhere.
- The best strategy for future increase requests is to seek matches for specific projects.

- Responding to a request for details on investment impact and metrics, we created a [Growth & Metrics](#) document.
- Dave Page offered to analyze the % of visitors and spending to the arts community.

3. Executive Director Update (4:02pm – 4:51pm)

Artist Activation Program Update

- An open call to artists went out and the curatorial team subsequently selected ten artists for consideration.
- We recently met with downtown business owners to discuss possibilities for activation with a focus on the 500 Congress Street block. “500 (or ‘first 50’) for the Arts”.
- Ideas for programming: Wednesday Happy Hour or Jazz Brunch.
- Makeshift stage in Escape Room portal for bands to play.
- Interested in using projections and lights to activate spaces.
- Cafe lights for dark spaces like Brown/Casco St, and Congress Square. Perhaps partner with Portland Downtown.

Grants

- We have applied for NEA, MAC, Onion Foundation grants to pursue arts activation projects to stimulate the Arts District.
- We plan to apply for the Maine Office of Tourism Enterprise Marketing grant.
- Our work plan assessment depends on grants we receive.

PMA Pavilion

- We hope to collaborate with the PMA to program performing arts, music film, etc, in the new art pavilion. The open parking lot on Free Street also has possibilities for popups.

New Gallery Show

- Resistance Opening artist reception on April 30 with a public opening on May 1.
- Our jury of 5 reviewed nearly 100 submissions by local Portland artists and chose 18 artists.

Arts & Culture Summit

- There will be an Arts & Humanities Symposium (planned by the Cultural Alliance of Maine) at USM with a concert at the Crewe Center. Perhaps it makes most sense to collaborate with them to join our events and audiences.
- Our steering committee will include cultural leaders plus board and community members.

Look Who’s Talking

- Our new webpage [Look Who's Talking](#) will be devoted to community testimonies about Creative Portland and the city's art & culture scene.
- Perhaps we share these quotes in our social media and annual reports.

Proposed FY27 Work Plan

- We looked at the proposed programs on a draft of the work plan:
 - Marketing wheel programs (website, app, newsletter and social media platforms)
 - Marketing activities for the app
 - Fiscal sponsorship program
 - Creative Portland Gallery
 - Arts & Culture Summit
 - Arts Activation Projects
 - Hear Here 4
 - Fundraising/Advancement Projects/metrics analysis
 - Board development and governance.

Matt Schwach volunteered to create a rubric or a chart to assess programs: mission alignment, income potential, sponsorship interest etc.

4. Board Business & Board Share (4:51pm – 5:04pm)

- Herb Ivy: Congratulations to Whip and the cast of the Minutes for the sold out shows at Mad Horse Theater this season.
- Heidi Dikeman: Art in Bloom reached record numbers this year with 11,000 attendants
- Lee Hartman: Osher School of Music has doubled its ticket revenue and tripled the patronage since last year. Lee also mentioned an application due July 31st at USM career hub for student interns.
- Elyse Grams: Animation Film Festival and Fashion Show at MECA&D on the First Friday in May.
- Dave Page: Visit Portland Destination Summit annual meeting is next week. They're unveiling their new brand. He also shared that MAMM's Resurgam festival has been extended to two full days.
- Kate Anker: Bret Woodard's Low Budget No Budget Film Festival at Mayo Street - April 16th; RWS artists are participating at the USM Book Fair.
- David Brenerman: Good Theatre at Stevens Square rebuilt the theatre. He has season tickets.
- Dinah is going on vacation in mid-April and will be back to hang the Resistance show. Put April 30th for the artist reception on your calendars!

Next Board Meeting: May 6, 2026 at 3:30pm.

Motion to Adjourn: David Brenerman

Seconded by: Dave Page

Unanimously approved. Meeting Adjourned: 5:04pm

Meeting minutes submitted by Walks Tall Keith.