

**Board of Directors**  
**Meeting Notes Monday March 11, 2013**  
**Goals for 2013 - 2014**

- ✓ *Market the Art Center – Promote Membership, classes, & events, increasing community awareness*
- ✓ *Develop & implement an effective Adult Education Program*

- 1) Call to order by Noel Littlejohns at 6:35 pm.  
Quorum established, Board Members Attending: Susan Archibald, Julie Erreca, Julie Hendriks, Noel Littlejohns, LAuruS Myth, Jody Snyder, Stephanie Triolo, Larry Worley  
Executive Director:  
Guests: Jennifer Hennig  
Absent: Lisa Alexander, Shahn Spratt, Linda Levy (vacation)
- 2) Motion to approve Consent Agenda and minutes from February made by Jody, seconded by Laurus, Vote: all in favor.
- 3) Meeting Focus:
  - a. Jen Hennig asked for submissions of articles for the Summer/Fall newsletter. Deadline is April 15. Newsletter will come out in July. Ceram-A-Rama was mentioned, as well as Plein Air @ Camp Joy.
  - b. Membership:
    - i. Put further discussion of raffle on next month's agenda.
    - ii. Maybe each month we need a new inducement for new members.
    - iii. Will have one reception opportunity in April, Spring Into Art.
  - c. A conflict with the next reception date was noticed. Since board members are now participating in First Fridays at the Tannery, it no longer works to have the opening reception for the next show on May 3, so it was decided to shift it to the **second Friday, May 10**, which is the evening before the Mother's Day sale. Since each event draws a different crowd, these events were not combined.
  - d. Evaluation of ED: Evaluation forms were collected. Noel will hand them off to Linda.
    - i. The Board is satisfied with Linda's performance and wants her to continue as ED.
    - ii. Having one person who does so much for the Center is a potential liability, what if she were not here? The Board wants to help plan for how it can relieve some of her duties, and/or cover for her if needed, and/or provide a salary for some of the things she does.
    - iii. The Board wants to know from Linda, in what areas would she like help?
    - iv. Return to this on next month's agenda, for feedback from Linda.
  - e. Board Development: LAuruS gave a brief overview of the workshop she and Linda attended. She thinks it would be a benefit to the Board to have the presenter come here and give us the workshop. Linda is working on getting a grant to pay for this.
  - f. Cleaning service: Stephanie made a motion, seconded by Larry, to add \$1200/year to our budget for cleaning service. Vote: all in favor.
  - g. Open Studios sponsorship for Travis: Having OS artists at the Center benefits the Center, possibly even more than the artist. Travis has been doing a lot, including organizing the Davis show, and the Board supports sponsoring him for a second year, although this could be the last year financial sponsorship is offered. Susan made a motion, seconded by Noel, to sponsor Travis's Open Studios application fee (approximately \$300) for 2013. Vote: all in favor.
  - h. Pop-up museum: The Board was interested in the idea, and would like to hear more from Nora Grant about it. Such an event would bring more people up to the Center. **ACTION: Gretchen will send an email reply asking how she would like to proceed.**
  - i. Backyard/river area: Stephanie reported that there was an incident involving suspected homeless people walking up from the river onto the Art Center property, which happened at night, while Nora was working in the studio alone. This brought up a few issues:
    - i. Should we put up a no trespassing sign, fence (such as a deer fence) and/or motion light? **ACTION: Julie H. will take a look and see what the possibilities are, then get estimates for solutions.**
    - ii. **ACTION: Stephanie will ask Travis not to reestablish the work area he used down by the river last year, which has since washed away.**
    - iii. Need to a personal safety meeting for those who will be working in the studio alone at night. **ACTION: Stephanie will schedule this meeting with the affected folks.**
    - iv. Put this item on next month's agenda for a progress report.
- 4) Old Business:
  - a. Software: Laurus can get MS Office and Adobe, will coordinate this with Gretchen. Noel will go to Costco to price Quicken. (Report: Costco only has Quickbooks, which we can get cheaper from TechSoup. But first, we still need a solution for Quicken, which is no longer offered on TechSoup. We need at least Quicken 2007 to upgrade to Quickbooks.)
- 5) Motion to adjourn made by Larry, seconded by Jody at 8:00 p.m.

**Next meeting will be Monday, April 8, 6:30 pm at the Art Center.**