



## Board of Directors Meeting Agenda Monday August 12, 2019

### Goals for 2019

- ✓ Complete building façade renovation
- ✓ Board Development and better delineate roles for other volunteers
- ✓ Improve relevant data collection and communication with membership

- 1) Call to order by Susan at 6:35 pm.
  - a) Roll Call: Board Members Attending: Susan Archibald (Chair), Karen Asherah, Frank Bauerle, Chris Finnie, David Kurtz, Evelyn Liesching, Noelle Lightbourne, Tina Masciocchi
  - b) Guests: Scott Cooper to explain the equipment available to him as a member of the Idea Lab in Santa Cruz, and how he could use it to help us make signage.
  - c) Absent: Johanna McCormick
- 2) Motion to approve Consent Agenda and minutes from July made by Tina, seconded by Karen. Vote: All in favor.
- 3) Board check-in: Tina read thank-you notes from Brenda. Susan is going to Port Townsend, WA to visit a friend.
- 4) Board of Directors Agenda Items:

Discuss next steps and additions to the front of the building: logo, name, bulletin boards, awning, flags.

  - Touch up paint in garbage area and paint door purple. Also door frame. Green on door is too yellow. Offer \$200 for the inside of the door and the door jamb.
  - Susan will send another email to the concrete guy.

Signage:

  - Noelle said the bid to just do lettering painted on the wall was \$650-750.
  - Eve space for signage is 16' wide, 7 feet high on the sides, and 9 feet high in the middle.
  - Idea Lab router will handle 4'x8' wood for carving. Laser will cut masks or stencils up to 46"x35". Since those would be for painting, it would be fairly simple to use them in segments. Discussed different ways we could use this equipment for different effects like a layered logo to give a 3D effect.
  - Chris presented prices for awning, banners, sign materials, and signs.
    - \$1,045 for an aluminum composite sign with digital print graphics, installed
    - \$100 for a redwood round to carve the logo into (Scott)
    - \$54.40 for a 4x8 sheet of 3/4" finish-grade plywood for painting (would need edging trim and sealing on all sides)
  - Chris will send links for awnings from Wayfair.com to the rest of the board. 17' awning.
  - Susan says we have a banner with the name only that we could use temporarily. We also discussed printing up a temporary logo to see what the size looks like.
  - David will try to get the high-res art file for the logo.
  - Frank can ask at the university if they can print it.
  - Karen will check again on offset lettering.
  - Painter got a discount on the paint because we're a non-profit. Chris has done this too. Can ask for discounts.
- 5) Motion to adjourn made by Tina, seconded by Karen at 7:40 p.m.

### Consent Agenda Items:

Chair Report:

7/14 to 7/16 Helped with take-in and installation of new show

7/20 Reception and annual meeting

7/30 Helped with painting preparations

Coordinated with Youth Art Director and teachers during Summer Camp

Met with office manager on Tuesdays

## Chair/Committee Reports

### a) **Treasurer** (Frank) —

- i. Checking: \$23,412.14 (as of 8/6)  
\$617.15 restricted for SCCMP (museum partnership)  
\$855 restricted for Generosity Fund  
\$2417 restricted for Scholarship Fund  
\$1500 restricted for Arts Now Grant  
\$2000 restricted for Ceramics  
\$5800 restricted for Building Façade renovation  
\$10,222.99 available
- ii. Money Market: \$50,293.92
- iii. Exhibits brought in \$1875.46 in gallery sales for July; total gallery sales for 2019 are \$6582.43.
- iii. Membership —  
This month: 11 renewals, 6 new members, \$840 collected, 229 on the mailing list.  
Last month: 5 renewals, 2 new members, \$335 collected, 222 on the mailing list.
- iv. Results from member ballot board members vote: 26 Total ballots
  - 25 Susan Archibald
  - 23 David Kurtz
  - 24 Noelle Lightbourne
  - 25 Frank Bauerle
  - 25 Karen Asherah
  - 0 Write-n candidates

### b) **Curatorial** (Tina) —

A new exhibit: Flower Power will be in the Thomas Gallery from July 17- September 7. The flower-making workshop lead by Johanna, was a great success with many creative flower makers. Our membership reception was also a wonderful event; with many people contributing their time and energy to our reception.

### c) **Facilities** (David, Evelyn) —

### d) **Fundraising/Grants** (Kathryn) —

### e) **Ceramics** (Noelle, David) —

Ceramic classes have been going smoothly with more new students signing up. The soda firings have been successful with beautiful results. Many thanks to Carl Christensen for his work in creating a wonderful new clay storage unit. This will be very helpful in giving us more room in our chemical storage for glazes.

### f) **IT/Website/Graphics/Social Media** (Johanna, David, Gretchen) —

- i. 1. AAS Fall schedule up on Bookeo—e-blast will go out 8/7.
- ii. 2. Annual report posted in "News"
- iii. 3. Updated AAS & Ceramics listings on homepage

### f) **Youth/Adult Education** (Gretchen, Kathryn) —

Youth teachers met on 7/22 to review Summer Art Camp and finalize Fall schedule. All Fall Art After School class contracts are in, flyer is made, email announcement and Bookeo rollout set for 8/7. Community Day scheduled for 8/13, to benefit youth scholarships.