

Friends of the Visual Arts
dba Willamette Art Center
Board Meeting at the Oaks Gallery
Tuesday, **November 15, 2016** **MINUTES**

Call to Order: President Ed Daly brought the board meeting of the Friends of the Visual Arts to order at 5:30 p.m.

Attendance: **Board Members:** Pam Baldwin, Ben Reese, Wendy Steinberg, Greg Gregg, Margrethe Gregg, Ed Daly, Ken Jacobsen, Roger Williams, Rick Noyes **Staff:** Nikki Svarverud, Sue Karnosh, Kathy Lord
Members: Jim Ransom, Judy Hellman

Secretary's Report: Ken moved and Ben seconded a motion to accept the October 25, 2016 Minutes. Motion carried.

Treasurer's Report: Ken Jacobsen

BOTC Checking --\$27,684.39
CASH - \$400.00

CD / Money Market---\$23,850.73
Total----\$51,935.12

President's Report:—Ed Daly

- Election Results: Pam Baldwin, Jim Ransom, and Karen Hackney have been elected to the board.
- Notebooks: after discussion, it has been decided to move to an electronic format. We will put all of the information currently in the notebooks on a CD for each director. Each director will keep all emailed minutes, policies, and other board business in folders on their computers for future reference. We will post items in the studio and will have one notebook at the meeting. On the shelf in the office are notebooks with all of the board records. We will have information available on the website---minutes or policies.

Director's Report: Roger Williams

- **Line of Credit**---We do not have a credit rating at the WAC. Roger spoke with Bank of the Cascades. They suggested that we get a line of credit by charging some of our purchases, and that we apply for a \$50,000 line of credit, which most non-profits have. The board would like to meet with someone from Bank of Cascades to answer questions. Roger will arrange that meeting.
- **Grant Update:** We have applied for six grants and received one. Joy Dickenson says that we should take the grants she has written, update and re-submit them in up to three future grant cycles. Very often, the third submission is granted. We just completed and submitted the 2017 TOT Facilities and Special Event (AV) grants.
- Roger **met with Don Hillman** about AV for next year. They discussed and made plans for improving the music and increasing the number of vendors.

Staff Reports:

Nikki:

- **The Safety Policy:** A couple of items were added to the policy. It was moved and seconded to accept the policy. Motion carried. It will be published in the Newsletter; Instructors will be asked to share it with students; we will post it in the studio; and monitors will receive a copy.
- **The last Empty Bowls** are being fired.
- **Purchase of a Reduction Kiln**—a committee was formed to discuss the pro's and con's of various kilns and bring their findings to the board to consider. Nikki, Roger, Dale, and Jim are on the committee.

Kathy:

- Kathy has **submitted ads** and will continue placing **ads** for Empty Bowls, Family Clay Sunday, and the Holiday Sale.
- **Empty Bowls** is on schedule and ready. We reached our goal of over 1,200 bowls. Cleaning and set-up is Thursday morning. Fred Hamann has loaned us his grinder. We must use a mask to use the grinder.
- **Artists in the Schools:** Kathy went to Chavez Elementary recently.
- **Birthday Party**—There was a large birthday party Nov. 5. (24 people)
- **Field Trip**— A group of 15 home schoolers attended the WAC today. Livingston Adventist Academy will bring 4th-5th graders on Nov. 16 from 1:30-2:30.
- We are receiving lots of inquiries about the community outreach programs and bookings are increasing.

Sue: The **class schedule** will be available by Empty Bowls.

Unfinished Business:

New Business:

Committee Reports:

Gallery Committee: Margrethe Gregg

- The center displays have been stored but all of the pottery pieces are still in the gallery displayed along the walls. The wooden wall is finished and looks great. We can hang two-dimensional pieces, and we can hang drawings etc. with pushpins.
- At the October board meeting, “Margrethe moved that we reconfigure the gallery to accommodate other types of media classes to begin winter term. We would also concentrate on four or five major sales during the year. Motion passed.”
- There will be a “Gestural Drawing” class, a three session “Mask Making” Workshop, and Open Studio on Mondays for painting and drawing in the gallery beginning winter term.

Meeting Adjourned at 6:45 p.m.

Next Board Meeting: December 20 @ 5:30

Submitted by Pam Baldwin
WAC Board Secretary

Approved _____ Date _____
Ed Daly--- President

Calendar 4

November

- 16 Wednesday---**5th & 6th grade Fieldtrip** to the studio
- 17 Thursday---**Empty Bowl Set up**; No open studio
- 18 Friday---**Empty Bowls set up**; Marion Polk Food Share Party. No open studio
- 19-20 Sat./Sun.---**Empty Bowls Sale**. No open studio

December

- 2 Friday---**Holiday Sale set-up**—No open studio

3 & 4 Saturday-Sunday----**Holiday Sale**

9 Friday---**Communication Committee** meeting @ 11:00

20 Tuesday---**Board Meeting**

January

January 16---**Winter term classes begin**

January 17---**Board Meeting @ 5:30**

March 11---**Winter term classes end**