

Friends of the Visual Arts
dba Willamette Art Center
8/2022

BOARD MINUTES

Attendance: Cindy Nelson, Kevin Herzberg, Pat Gruber, Dave McConnell, Jose Hanson, Jennifer Beugli, Heather Skinner, Sage Dunham

Absent Board Members: Karen Hackney

Non-Board Member Attendance: Doug Dacar

Call to Order: The meeting was called to order at 5:33pm

Secretary's Report: Karen Hackney

July board minutes voted on by email for approval. Karen moved to accept, Pat seconded. All approved. Motion carried.

Treasurer Report:

- US Bank Checking ...\$17,482.17
- Umpqua Checking.....\$51,394.46
- Umpqua Savings.....\$94,522.21
- Petty Cash.....\$575.00
- TOTAL..... \$163,073.04

Total reflects class fees collected for fall term. US Checking will be closing and money transferred to Umpqua checking. This will be reflected in next month's financials.

President's Report: Cindy Nelson

NAO website is offering classes in the fall. NAO members' costs are reasonable. Class/Webinar titles are Handling Restrictive Gifts, Grants, & Internal Financial Controls. Doug would be interested in taking a class/webinar. Dave moved to spend \$125 toward continuing education for the ED. Heather seconded. All approved. Motion carried.

Director's Report: Doug Dacar

Roof...Our negotiated contract with the fair is not valid past June and will therefore need to be drawn up again and signed before roof work can begin. The WAC asked for a 5 year contract with a 3 year contract for Cascade Hall for Empty Bowls. The fair held firm on a 3 year WAC contract. Doug did some price comparisons for leasing and utility costs should we get another WAC location and said we have a great deal here with the fair and the new roof will pay for itself in one year. Fair drew up a new Lease, it has been signed and roof work will begin September 12, 2022. The studio will remain closed during construction.

Doug would like to set up a deep clean session before the start of the fall classes.

Family Clay Sunday - Will apply for Grant money to fully fund Family Clay Sunday. Currently charge \$10 per family of 4. Discussion of creating 3 sessions of family clay, one hour each, and allowing for clean up in between. Will need to create a method for signing up. Sage moved to start up family Clay on September 25th, Fall Term, charging \$5 per person. Kevin seconded. All approved. Motion carried.

Staff Report:

- **Nikki Svarverud** - none
- **Luke** - none

Unfinished Business:

Membership model needs to be nailed down before the start of Winter term. Budgeting, strategic planning, and membership committees need to come together to create a plan.

The September board meeting will be moved to Saturday 9/17 before the Artisan Village potluck. Communications to determine a time will be executed by email.

New Business:

Cindy has been tweaking a new confidentiality policy. She has received input from an attorney (husband of a patron) to help weed out the nonessential verbiage. This policy would be read and signed by all staff, monitors and board members.

Committee Reports:

Personnel: Kevin Herzberg - In progress

Strategic Planning: Sage Dunham - None

Nominating/Bylaws: Karen Hackney - Communication was sent out to board members to be on the lookout for potential new board member nominees.

Budget: David McConnell - None

Safety/Facility: Sage Dunham - None

Marketing/Communications: Jennifer Beugli - made a contract during the Englewood Forest Festival with the Center 50+. Center 50+ is excited for us to advertise with them and bring in informational brochures. Jennifer will enquire on advertising pricing. The Marketing committee met this week. Heather said nothing has been posted on Instagram since April. There have been some login issues to fix. Heather has requested Box access. Cindy will ask Sue to set up access to Marketing, newsletters, AV and EB.

Gallery: Jose Hanson - No physical gallery. Website is set up with items but needs more work. Sue is looking into compatible platforms to change over our website.

Empty Bowls: Pat Gruber - meeting tomorrow

Artisan Village: Kevin Herzberg - Winco has allowed us to make a bulk water purchase to be used during AV. Creative living area (Cascade Hall) asked for pottery demonstrations. Jim Ransom has volunteered. We will have signage there for AV. AV is to hold a Free drawing with the following prizes: one night stay at the Grand Hotel, \$100 Dutch Bros gift certificate, Free WAC class Winter Term.

Auditing:

Scholarship committee: Sage - The committee met and discussed adding a \$10 charge to all classes to be earmarked for scholarships. Scholarships could be divided into 3 categories. Members only, Monitors and Volunteers. The goal is for each class to fund one scholarship. Still in the discussion phase.

Ad-hoc Committees:

Membership Incentives: Karen Hackney - None

Meeting Adjourned: 6:04pm

Next Board Meeting:

Parking Lot: Items not finalized for current meeting

Membership costs, pass costs and fee structure to include the strategic planning, Budget and Membership committees.

Submitted by Karen Hackney
WAC Board Secretary

Approved _____ **Date** _____
Cindy Nelson - President