

Friends of the Visual Arts
dba Willamette Art Center
Wednesday, January 10, 2024 – 5:30 pm
location: IKE Box Café, 299 Cottage Street NE, Salem
Board Meeting
Minutes

Attendance:

Board members: Carla Axtman, Pam Baldwin, Wendy Cornelisen, Sage Dunham, Dana Field, Claudia Hill, Jennifer Lassen, Dave McConnell, Heather Skinner.

Staff: Lisa Joyce.

Call To Order: President Sage Dunham at 5:33 pm.

Election of Officers:

A slate of officer nominees was proposed. Wendy **moved to approve the slate of officers as presented**. Motion seconded and passed. The 2024 officers are Sage Dunham, President; Dana Field, Vice President; Claudia Hill, Secretary; and Dave McConnell, Treasurer.

Confirmation of standing committee chairs:

- Nominating/bylaws – Pam Baldwin;
- Auditing – Wendy Cornelisen;
- Personnel – Sage Dunham;
- Strategic Planning – Carla Axtman;
- Budget – Dave McConnell.

Dana **moved to confirm the slate of standing committee chairs as presented**. Motion seconded and passed.

Confirmation of standing committee supporting members:

2024 Standing Committees		
Name of Committee	Chair	Members
Nominating/Bylaws	Pam Baldwin	Lisa Joyce, Dana Field
Auditing	Wendy Cornelisen	Dave McConnell
Personnel	Sage Dunham	Jennifer Lassen, Dana Field
Strategic Planning	Carla Axtman	Dave McConnell, Wendy Cornelisen, Dana Field, Pam Baldwin, Lisa Joyce
Budget	Dave McConnell	Pam Baldwin, Jesse Breon, Lisa Joyce

Wendy **moved to accept the slate of standing committee members as presented**. Motion seconded and passed.

Appointment of ad hoc committee chairs (and/or board liaisons):

The following were appointed for the 2024 term:

- Committee chair for Marketing – Lisa Joyce;
- Board Liaison - Carla Axtman;
- Safety and Facilities – Dana Field;
- Membership – Jennifer Lassen.

Secretary's Report: Claudia Hill

December 2023 minutes were provided for review. Wendy **moved to approve the December 2023 minutes as presented.** Motion seconded and passed.

Treasurer's Report: Dave McConnell

Umpqua Bank Savings	\$53,917.47		
Umpqua Bank Checking	\$83,426.91		
Petty Cash	\$397.00	TOTAL	\$137,741.38

President's Report:

- Sage spoke about the Board's recent orientation meeting where WAC mission and goals were discussed, and board processes, policies and responsibilities were reviewed.

Director's Report: Lisa Joyce

- Lisa noted her meetings with monitors and instructors were positive and productive.
- Classes have started.
- Family Clay Sunday participation increased from 30 to 60 individuals. Lisa noted that Kelly is well prepared, and the feedback Lisa has received regarding FCS has been very positive.
- Staff Report:
 - **Don** has been doing a great job working with monitor situations.
 - **Luke** is building the budget in QuickBooks, which will simplify reporting greatly.
 - **Sue** is retiring, and Lisa is developing a job position description.
 - **Doug** rebuilt the Susan gas kiln. He noted the incoming gas line and exhaust flue may need adjustment/repair, and pointed out water damage to the roof supports. Parts for the Bailey kiln are on order and the pug mill is closer to operational again.

Old Business:

- **Monitor Access and Incentive Policy.** Sage provided a written proposal with pros and cons of continuing the current temporary policy indefinitely. Wendy moved **that we grant Monitors in good standing (as determined by the Executive Director in consultation with the Lead Monitor):**
 - **Access to Open Studio when there is excess capacity.**
 - **20% discount for classes and clay (all other items excluded).**
 - **Periodic trainings and workshops.****This policy will be effective immediately and replace all existing policies regarding monitor access and incentives.** The motion was seconded and passed. Sage **moved to revisit the motion, with monitors abstaining from the vote.** The revisited motion was seconded and passed.

New Business:

- **Discussion of 2024 Goals.** Lisa addressed tone, trust and communication between the Board and Executive Director. Board members outlined a wide range of individual ideas from mission-related to operational issues, and working toward a welcoming studio environment. Several members are interested in creating a Fundraising Committee.

- Defining Committee Structure and Roles.
 - Empty Bowls and AV Committees are not currently staffed. Discussion of plans for WAC Staff to take over much of the planning, scheduling and negotiation with the Fairgrounds. Further discussion of the EB Project will be discussed at the February meeting.
 - Dave **moved to dissolve the Scholarship Committee.** Discussion of shifting scholarship fund oversight to a different committee. Wendy **moved to table the motion,** which was seconded and passed.

Meeting Adjourned at 6:56 pm.

Submitted by Claudia Hill
WAC Board Secretary, 2023

Approved

_____ Date _____
Sage Dunham, President

Parking Lot

Employee handbook consolidate/update policies procedures.
Ideas for generating more revenue during the State Fair.

Calendar

February 7 -- Next Board Meeting @ 5:30 pm
Location: IKE Box Café meeting room