

Friends of the Visual Arts
dba Willamette Art Center
April 24, 2023 – 5:30 pm
Regular Board Meeting Minutes

Attendance:

Board members: Jesse Breon, Pam Baldwin, Jennifer Beugli, Sage Dunham, Kevin Herzberg, Claudia Hill, Jennifer Lassen, David McConnell, Heather Skinner. None are absent.

Staff: Doug Dacar.

Call To Order: President Sage Dunham at 5:30 pm.

Secretary's Report: Claudia Hill

Sage moved to approve the March draft minutes that were emailed to the board. Pam seconded; motion passed unanimously.

Treasurer's Report: Dave McConnell:

Umpqua Bank Savings	\$53,892.89		
Umpqua Bank Checking	\$75,408.95		
CASH	\$397.00	TOTAL	\$129,698.84

President's Report:

Sage expressed appreciation for the board's participation in the recent board discussions.

Director's Report: Doug Dacar

- Marion County Fair.
 - The fair will be held Thursday July 6 – Sunday July 9. The county board of commissioners has requested WAC provide an interactive art activity free of charge to fair attendees. County funds are available to purchase materials and employ youth workers to assist. Sage moved and Jesse seconded that WAC participate in the Marion County Fair on a volunteer basis to offer some simple free activities, with supplies provided by the Fair Board. Motion passed unanimously. Doug will coordinate development of these activities.
- Metrics.
 - The following metrics have increased by double digits from 2022 to 2023: membership; clay sales; firing ticket sales; and number of classes, students and workshops. The TOT grant for this year also exceeded last year's amount.
- Collaboration with other organizations.
 - Doug met with the director of Travel Salem and directors of other non-profit organization to share ideas and possible areas of collaboration. Doug will soon invite the TOT board to hold an upcoming board meeting at the WAC.

Staff Report: Sue Karnosh needs all board members to submit hours worked outside of the WAC facility at the end of each quarter. Due dates are March 31, June 30, September 30 and December 31. WAC is required to document volunteer hours as a condition of receiving grants. Doug will request she send out a reminder for future reports a few days ahead.

Unfinished Business: none

New Business:

1. **Grievances.** Complaints and concerns have been presented to board members. Discussion regarding grievance procedure.

Committee Reports:

- **Membership:**
 - The open studio hours recently made available for members-only are not well attended. Doug will notify membership that the wheels are now available as well as handbuilding areas for use on Monday mornings.
 - Jennifer Lassen and membership committee will meet Friday.
- **Artisan Village:**
 - Kevin met with the State Fair representative last week. The layout of food trucks and vendors, completely rearranged from last year, is nearly complete. There are 17 slots, with 16 vendors signed up. The list of vendors is available through Kevin.
 - In order to prevent last year's shortage of bisque items for AV, Sage moved and Dave seconded to allocate up to \$1000 towards buying more goods for Artisan Village Raku. Motion passed unanimously. Kevin will also schedule one or two throwing parties for AV items.
- **Scholarships:** Currently there are four students attending class on scholarships.
- **Empty Bowls:** Pam reported contributions of Empty Bowls items are moving along.
- **Marketing/Communication:**
 - Heather noted the May 1st newsletter is nearly complete but will be slightly delayed.
 - Heather has continued to feature "WAC Artist of the Week." on Instagram.
 - Doug agreed to alert Heather to broadcast email notifications, as many would be useful as social media posts.
- **Safety/Facilities:** Jesse noted the committee has identified several safety items that require attention. He and his committee will organize volunteer work parties in the near future.
- **Strategic Planning:** Pam distributed progress reporting sheets for each board member to fill out. Each sheet lists discrete steps for each board member that when completed will aggregate to fulfill strategic planning goals. It will be updated quarterly.
- **Nominating Bylaws:** no report.

- **Budget:** Dave provided a dashboard snapshot of the budget. Dave, Jesse, Luke and Doug will review the glaze and clay actual costs and amounts budgeted.
- **Personnel:** no report.

Meeting Adjourned at 6:51 pm.

Next Board Meeting: Monday, May 15 @5:30 pm

Parking Lot

Glaze quality issues.

Cone 6 food safety signage.

Develop a scholarship for monitors and volunteers

Ideas for generating more revenue during the State Fair.

Submitted by Claudia Hill
Board Secretary, 2023

Approved by Sage Dunham, President

Date