

Friends of the Visual Arts
dba Willamette Art Center
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.

Non-Board members: Kelly Matney.

Call To Order: President Sage Dunham at 5:32 pm.

Secretary's Report: Claudia Hill

May minutes were provided for review and approved as submitted.

Treasurer's Report: Jesse Breon:

Umpqua Bank Savings	\$53,892.89		
Umpqua Bank Checking	\$91,298.29		
CASH	\$397.00	TOTAL	\$145,588.18

Jesse reported that classes and ticket sales have increased to the levels expected at this point in the budget cycle.

President's Report:

Sage expressed appreciation for the board's positive attitude and hard work.

Director's Report: Doug Dacar

- Studio cleanup work party focused on the outdoor area. Major accomplishments include the woodpile, now stacked and organized; and a handrail constructed along the stairs leading to the shed. Additional overall cleanup made the area easier to work in. Also, people have continued to volunteer for small individual projects.
- K.D donated supplies and time to organize and teach a Mindful Sculpting Workshop. Doug participated in the class and found it to be a very positive experience.
- Doug and the Marion County Fair coordinator continue to iron out details for activities to be held July 6 –9. WAC will need to provide some level of oversight. This is an opportunity for a Throw-a-thon/AV demo.
- Summer Term is underway at WAC with nine full classes and two workshops.
- Grant activity at this time includes quarterly reporting. Kelly Matney noted that during the Family Clay Sunday sessions, she incorporated specific accessibility elements that are qualifying conditions of the Miller Grant. Family Clay Sunday participation was very high.
- Staff Report
 - Nikki volunteered her time to host Dayton High School for a Raku workshop. The pieces came out well and feedback from students indicates they are pleased with the outcome.

Unfinished Business: none

New Business:

- Scholarship language. A scholarship covers tuition and materials, and places the student on a class roster. Recipients have misinterpreted the intent of the scholarship, impacting other students. Claudia moved and Sage seconded to add the following stipulation to the WAC Scholarship Policy to read **“Full attendance is expected. More than one unexcused absence will result in revocation of open studio access conferred through the scholarship and the individual will no longer be eligible for scholarship for five years.”** Motion to add the clarifying statement to the Scholarship Policy passed.
- Code of Conduct review. Complaints regarding code of conduct occur frequently. The code relies on the Executive Director, Grievance Committee and Personnel Committee for resolution. Grievances go first to ED or their delegate. An interview is conducted; if no resolution then the grievance is referred first to the Grievance Committee, then to the full Board. The Code of Conduct will be in the updated Monitors Handbook, New Patron Contract, and will be provided to all students.

Committee Reports:

- **Membership:**
 - Memberships are at 90% of projections. The committee is planning a membership gathering at the end of the summer.
- **Artisan Village:**
 - Oregon State Fair is August 25 – September 4. Kevin is in ongoing discussions with fair representatives regarding size and arrangement of vendor space.
 - Numbering the AV figurines is in progress. Buying figurines more than offsets the cost of firing items made in our studio.
 - The fair contract requires WAC to provide music. The contract is renegotiated each year. Music is over budget by \$1500, but Kevin noted some offsets. Kevin will construct a balance sheet with the AV-related expenses and revenues for board discussion and vote. This item is held over until the July meeting.
- **Scholarships:**
 - One individual has applied. Doug will contact the individual to get more details.
- **Empty Bowls:**
 - Pam reported continued progress.
- **Marketing/Communication:**
 - Kelly has stepped in to promote activities and increase WAC exposure on social media. Heather is working on the Empty Bowls poster design. Josie Hummert has volunteered to take over graphic design for the newsletter. The next newsletter is scheduled for August 1 release.
- **Audit:**
 - Jesse anticipates the report will be ready by the end of August.
- **Safety:**

- Jesse will repair the concrete ramp in the next few weeks.
- **Strategic Planning:**
 - Pam thanked all who submitted quarterly data on activities that meet strategic plan objectives. She reminded members to report, and she provided forms, for logging volunteer hours worked outside the studio.
- **Budget:**
 - Dave provided a dashboard summary of the budget, and noted the potential benefit of an interest-bearing account for the operating reserves. Dave and Jesse are scheduled to meet with a bank representative to discuss account options.
 - Clay expenditures are currently over budget. This reflects both an increase in clay prices overall and an increase in the amount of clay used. Clay costs are recouped when patrons purchase the clay. Pam motioned that the budget for clay be increased by \$4000. The motion to increase the budget line item for clay purchase by \$4000 passed.
- **Nominating Bylaws:** no report.
- **Personnel:** no report.

Meeting Adjourned at 6:53 pm.

Next Board Meeting: Sunday, July 16, 12:30 pm

Parking Lot:

- Cone 6/Food Safety signage language
- AV Budget

Submitted by Claudia Hill
Board Secretary, 2023

Approved by Sage Dunham, President

Date_____