

Friends of the Visual Arts
dba **Willamette Art Center**
Board of Directors Meeting
MINUTES

<i>Date</i>	January 14, 2026
<i>Time</i>	5:30 - 7:00 pm
<i>Location</i>	3995 Fairview Industrial Dr, Ste 100, Salem, OR 97301

Attendees

Board

Ednaly Jimenez, Paul Hutter, Pam Baldwin, Dana Field, Wendy Cornelisen, Josie Hummert, Carla Axtman

Staff

Lisa Joyce

Guest

Brian Purnell, Michelle Burke

Carla Axtman called the meeting to order at 5:37 pm

1. Call to Order
2. Consent Agenda
 - a. Minutes - [November 2025](#), [December 2025](#)
 - b. Financial Report
 - c. Committee Reports (if any)
 - d. [Staff Report](#)

Dana requested a change to section 3

Wendy Cornelisen made a motion to approve the consent agenda. Paul Hutter seconded the motion. There was no further discussion. The motion passed unanimously.

3. Board positions - Action
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. Secretary

Pam Baldwin made a motion to have those that served in positions remain in the same positions. The motion was not supported.

The Board discussed the positions and duties and reviewed the responsibilities in the Bylaws.

Dana Field moved to approve Josie Hummert as the President. Carla Axtman seconded the motion.

Wendy Cornelisen moved to approve Ednaly Jimenez as Treasurer. Paul Hutter seconded the motion.

Carla motioned Dana Field as Vice President. Wendy seconded. Motion passed unanimously.

Dana motioned Wendy as Secretary. Paul seconded. Motion passed unanimously.

4. Committee Roles

- a. Auditing - needs a chair
- b. Nominating - needs a chair
- c. Personnel - President serves as chair
- d. Finance - Treasurer serves as chair

Auditing chair does not need to be appointed in 2026 because the audit is completed every other year. Committee will need to reconvene in 2027. Lisa will provide a mid-year report on the work to meet the recommendations of the auditing committee.

Carla Axtman was appointed as the chair of the nominating committee.

5. 2026 Board Meeting Schedule

- a. Draft

The second Thursday of each month at 5:30.

Brian Purnell indicated a desire to join the Board. Carla Axtman appointed Brian Purnell to the board of directors. The board voted unanimously to ratify the appointment.

6. Conflict of Interest forms

- a. Form - sign and return to ED

Lisa Joyce shared the draft of a conflict of interest policy and the form that all board members need to return to Lisa Joyce.

Lisa indicated that she will be posting the position of head monitor soon. She shared that she is combining the jobs of marketing assistant and head monitor.

7. Sustainability coordinator volunteer(s) - informational

Lisa shared that she is on the look out for someone who would like to volunteer

- 8. Empty Bowls Committee
- 9. Get Fired Up Committee

An all-call will go out to the members and patrons asking for volunteers to serve on both committees.

10. Board handbook development - informational

New Business: Monitor discounts and perks need to be discussed at the February meeting.

11. Adjourn

Carla Axtman adjourned the meeting at 7:03 pm.

Carla Axtman, President

Recorded by Josie Hummert

Approved Feb. 12

Wendy Cornelisen, Secretary