

SCG Art Club Executive Meeting Minutes
December 18, 2019 9:30 to 11am

I. Call to Order, Attendance and Determination of a Quorum

Attendance.

The meeting was called to order at 9:30 am. There was a quorum.

II. Art Club Executive Board Members in Attendance

Lynn G Brown, President
Nancy Alpert-Yarush, Vice President, absent
Diane Groszko, Treasurer
Pat O'Brien, Asst. Treasurer
Sharon Carpenter, Secretary
Debi Williams, Member at Large, absent
Dodi Ballantine, Guest
Theresa Trapnell, Guest
Michelle Hansen, Guest
Carol Peterson, Guest

III. Approval of Minutes of the November, 2019 Executive Meeting

Minutes of the November Executive Board Meeting were reviewed and approved. Diane Groszko motioned to approve and Pat O'Brien seconded the motion.

IV. Reports

a. Treasurer's Report. The Treasurer's Report was reviewed and discussed. The 2019 Budget Report is filed in Studio 1, SCG Art Club. December Monthly report is as follows:
Checking Account Balance = \$17,457.61

Nov Income Total = \$9,637.65	YTD Income Total =	\$46,422.91
Nov Expense Total = \$8,660.79	YTD Expense Total =	\$42,503.50
Nov Overall Total = \$ 976.86	YTD Overall Total =	\$ 3,919.41

\$ 360.00 for membership: 10 renewals and 8 new members

\$8,230.00 for Art Classes & paid \$5,529.50 to instructors;

Net = \$ 2,700.50. NOTE: We took in money via PayPal for Dec and Jan classes!

We took in \$ 684.30 in Exhibit Fees Paid and paid \$ 342.15 to CAM;

Net = \$ 342.15.

Banquet/Entertainment Income for Trivia Night was \$ 300.00.

Expenses for Trivia Night were \$ 325.78.

Additional Social Event expenses paid for in November were:

Winter Wonderland \$ 681.79

Feb 2020 Social \$ 24.73

- i. Diane Groszko purchased twelve new wooded table top easels, ten new aluminum table top easels and six aluminum floor easels. Gillian Muir would like to purchase two of the old wooden floor easels before they are donated.
- ii. New chairs are also required. After discussion, it was recommended that rolling chairs will be purchased as well as a few stationary chairs for members that prefer more stability while they work.

Action Item: Diane Groszko will work with Facilities on best kind of chairs.

Action Item: Diane Groszko offered to reorganize the storage room to make room for the new easels. She will ask Lance to help.

b. President's Report on Club Governance Needs and Concerns

Bob is no longer going to support his computer program that the Art Club and others are using. He will only fix bugs. The Peer Group Council has a sub Committee to review the computer needs of all of the SCG Clubs and see if one program could be used by all. This could take 3-5 years. In the meantime, Jim Donaldson can review some of the programs the other Clubs are using such as Club Express (Glass Arts) and Member Leaf (Clay Arts). Jim will need to know what the specific needs of each area of the Art Club are to know which program we may be able to use. A committee may need to be established to work with him.

Action Item: Lynn G. Down will ask Donaldson to investigate the ClubExpress and Green Leaf computer programs to see if either fits the computer system requirements of the Art Club.

- c. **Policies and Procedures/2020 Budget.** Policies and Procedures passes with 59 votes and the 2020 Budget passed with 46 votes at the December 13, 2019 meeting. Now the Policies and Procedures need to go back to the Peer Group for final approval, probably by the end of January. They are then signed by the Peer Group and Art Club President. They must be reviewed annually.

Action Item: Lynn G. Brown to send the Policies and Procedures to the Peer Group for approval.

- d. **Social Coordinators**

- i. Dodie Ballantine reviewed the plans for the upcoming February Luncheon, For the Birds. Date: February 6, 2010 @ 11:00 am – 2:00 pm for 110 attendees with a \$500 budget. Members will be charged \$15.00 and guests (1 per member) will be charged \$25.00. Registration online and at the Art Club. Guests must sign up and pay in advance at the Art Club.
- ii. Michelle Hansen and Theresa Trapnell reviewed plans for the remaining events. The Social Coordinators have been extremely helpful to the Club President. There were a few issues that arose when events were planned on General Meeting dates, such as December this year. However, that issue will be resolved in the upcoming year. Michelle Hansen presented a Social Coordinator Deadline Checklist to help each Event Captains know what is expected by what date to avoid future problems (see attached) Communication with the Board/Members has been an issue at times during this first year but will improve as the Boards and Coordinators Iron out the issues and problems.

- e. **Drama Club partnership.**

Pat O'Brien reported on progress of the project. After discussion, it was recommended that the Art Club not participate in future projects as the pay does not compensate the time and work involved.

V. **New Business**

- a. Leslie Cowles is interested in running as a second Member at Large position. The Board discussed the advantages and disadvantages of adding a second Member at Large position to the Board. The discussion on developing this position as one that can support two people, will continue on the January 29 2020 Executive meeting with a member vote at the February 5, 2020 General Meeting .
- b. Studio 2 time needs to be reserved through the Education Committee, Don McPartlan so that it does not interfere with scheduled classes.
- c. The Board needs a Tracking Form to track Action Items.

Action Item: Sharon Carpenter will develop a Tracking Form.

- d. The Art Club needs a formal Communications Position to help the President send out clear and meaningful emails to the members. The Board will continue to explore the development and recruitment of this position.
- e. The Nominating Committee requires three people to help solicit members interested in running for the Secretary position. Barbara Ball has agreed to serve on the Committee. Judy Azemove May be interested but as not committed yet. Therefore, at least one, and possibly two more people are needed.

VI. Adjournment at 12:00pm

Next Meeting is January 29, 2020 @ 9:30 am in Studio 2, SCG Art Club

Lynn G Brown, President

Sharon Carpenter, Secretary
