

## SUN CITY GRAND (SCG) ART CLUB

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### Minutes of the Executive Board Meeting January 16, 2020 – President's Residence

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

Lynn Brown, President, called the meeting to order at 10:14 AM in her residence.

Board members present in person were Lynn Brown, President, Nancy Alpert, Vice-President, Diane Groszko, Treasurer, Pat O'Brien, Assistant Treasurer. Absent were Sharon Carpenter, Secretary and Debi Williams, Member-at-Large. There was a quorum present.

#### II. Treasurer's Report

Diane presented the following report for the month through January 15<sup>th</sup>:

Checking account balance = \$24,149

There is \$28,969 in other bank accounts (Capital Improvements, Money Market, Insurance and Operational Funds reserved) for a total of \$53,118.

Membership dues paid so far = \$1560 with approximately 65 members yet to renew their memberships.

Tuitions received = \$4985 and \$2313 paid out to instructors, netting \$2672.

Diane also presented the End-of-Year Income and Expenses totals for 2019:

Total Income = \$52,220

Total Expenses = \$48,458

Overall Total = \$5761

Diane made a motion that \$3,000 be transferred into the Capital Improvements fund, Pat O'Brien seconded the motion. After some discussion, all present voted in favor of the motion.

#### III. Dedicated Monitors

There was a discussion of the possibility of establishing dedicated monitors (such as utilized within the Computer Club) or paying monitors. The latter was quickly found financially impractical and would change the culture of a volunteer club. Nancy stated that her membership committee was going to begin identifying monitors that have the potential to be designated as dedicated/certified monitors. They would be a core group that new members and less confident monitors could select to "buddy/shadow" with to enhance their own monitoring skills.

**ACTION ITEM:** Nancy will work with her membership committee to formulate a plan to identify experienced monitors to certify them and form a core of monitors that could work with new members as shadow and/or buddy monitors. This plan will also develop "non-monitoring oversight"

responsibilities from board members, membership committee members, Member-at-Large officer/s as well as these dedicated/certified monitors.

#### **IV. Piloting of a second Member-at-Large Board Member**

During the previous Executive Board meeting, Carol Peterson had recommended that the Board consider appointing a second Member-at-Large position on the Board. Nancy stated that the Glass Arts Club has two, one of which is Kris Koch, an Art Club member. She and Diane had met with Kris to discuss her responsibilities in that position. **Kris stated that their two positions represent one vote** on the Glass Art's Executive Board. They provide information to members periodically in their monthly newsletter, act as liaisons between the Board and members who have grievances, suggestions, etc. that need to be acted upon by the Board. Their club has members who are not able to monitor so they work with the M@L to find other ways in which they can contribute to the club.

Lynn made a motion that we expand the roles and responsibilities of the Member-at-Large and pilot a second position to be voted on at the March 4, 2020 General Business meeting. Nancy seconded the motion. All present voted in favor of the motion.

**ACTION ITEM:** Nancy will create the new description of the roles and responsibilities of the Member/s-at-Large position. This new description will be provided to the Election Committee as soon as possible.

#### **V. Problems with current computer system; Need for new system**

Lynn reported that our current computer system is not providing accurate participation reports, which are due for the last half of 2019. Don McPartlan, Chairperson of the Education Committee, confirmed that the reports of students attending art classes were definitely inaccurate! He and his wife reviewed education documents for the entire year to provide Lynn with more accurate reports for the entire year! Lynn stated that regular member attendance participation reports do not appear to be accurate. Adjustments will have to be considered.

Lynn stated that she and Diane had spoken with the Glass Arts Club president about the new computer system they have been developing and will GO LIVE with this spring. Pat stated that the Clay Arts Club had taken about 1.5 years to develop their new computer system. It was agreed that Jim Donaldson, Webmaster, should be tasked to find a new computer system for the Art Club.

**ACTION ITEM:** Lynn will task Jim Donaldson to put together a group of club members familiar with our current computer system and involved with managing sections of the system (such as Education and Exhibit Exchange chairpersons). This group can identify system requirements and then review other club's systems to determine if their 3<sup>rd</sup> party vendor systems would work for the Art Club or if we need to search for another vendor.

#### **VI. Policy and Procedures for 2019 Approval**

Lynn reported that she had submitted our revised Policies and Procedures for 2019 to the Chartered Club Peer Council for approval. They responded that our Executive Board needed to approve them prior to their review. The four officers present signed and dated the required document.

**VII. Invite to Participate in the Grand Music Club’s “Evening of Elegance”**

Lynn received a flyer from the Grand Music Club inviting Glass and Clay Arts and our Art Club to participate in their upcoming “Evening of Elegance” on March 7, 2020. The short deadline to register with them is January 31, 2020. There was a discussion of past pros and cons with our participation with this event. In the past we could not sell artwork at the event, had to pay to listen to the event and no protection of displayed artwork was provided while our members listened to the event. This year’s event will allow sales after the event, but the board felt the attendees would be interested in getting home rather than shopping. Although the type of artwork was not designated, it was agreed that “Fine Art” would only fit in with this formal event. The Board decided not to participate this year but would recommend to the next term’s Executive Board that they revisit this event in the fall of 2020 in order to have plenty of time to consider the Art Club’s participation in 2021.

**VIII. Recognition/Awards Process for April Social Event**

Regarding the April Recognition/Awards social and Masquerade, Lynn distributed two hand-outs regarding the method for determining who is to receive a Recognition Award. The criteria are based on Club participation in committees, managerial activities and individual contributions. These awards will be given to members who go above and beyond what is required. Committee chairpersons will receive awards and they will select the “top two contributors” to their committee for an award. They will identify the activities that each selectee has contributed this past year to earn a “thank you award”.

It was also decided that the annual separate Monitor’s Award event would be combined with this recognition social event.

**Action Item: Lynn and Nancy will be responsible for purchasing any agreed upon award/s.**

There was also a quick discussion regarding the roles and responsibilities of the co-Chairperson Social Coordinator position. The Board and the chairs will have to meet to discuss lessons learned during the past “pilot year” and hone the roles and responsibilities for this position within the club.

**IX. Adjournment**

It was agreed that we accomplished quite a lot at this emergency meeting and the Board will not need to meet on January 29, 2020. The meeting was adjourned at 12:10 PM.

Draft minutes created by Diane Groszko, Acting Secretary 1/16/2020

**Meeting Minutes Approval**

**Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Name:** Lynn G. Brown

**Title:** SCG Art Club President  
Meeting Chairperson

**Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Name:** L. Diane Groszko

**Title:** SCG Art Club Treasurer  
Meeting Acting Secretary