

**Chatham Artists Guild**  
**Board Meeting, February 13, 2023**

**Members Present:**

Ric Harber, Louise Hobbs, Vince Pitelka, Amy Wandless, Janet Place, Leslie Palmer, Minnie Gallman, Carolyn Rhinebarger, Selden Lamoureux, Steevie Parks, Karen West, Cally Curtis, Heather Washburn, Boots Quimby.

**Vote on Volunteer Board Member:**

Vince moved and Steevie seconded the motion that Heather Washburn remain on the board as a non-voting volunteer advisor. The board approved the motion.

**Minutes:** Steevie Parks

The minutes for the special members meeting were previously approved via email.

**Treasurer's Report:** Selden Lamoureux

The guild spent less than we budgeted for in 2022.. Our storage unit has been paid in advance. We can get details from Barry. The display cases will remain at the Smelt Gallery. Selden filled out the 990N form yet is still working with Lani and others to figure out how she can become authorized to submit said form. We are continuing to work on the 2023 Budget as we get information from committee chairs.

Vince moved and Janet seconded the motion to approve the Treasurer's Report pending changes.

**Update on Transitional Issues for the New Board:**

The Resolution on Signing Forms was discussed, and voted on. Amy moved and Janet seconded. The resolution was unanimously accepted. Forms were signed by appropriate board members and will be put on our website with other critical guild documents. The original document will be kept with Steevie Parks, the board secretary.

Selden is continuing to work on writing up a draft outlining the Board's Procurement Guidelines.

**COMMITTEE REPORTS:**

**Membership:**

The membership renewal button on our website is still going to our [chathamartistsguild@gmail.com](mailto:chathamartistsguild@gmail.com) account. This will soon be corrected. To date, 51 members paid their dues in 2023. This includes all ten of our new members. There are a total of 25 people who have yet to pay their membership dues. A reminder email will be sent to remind members that the deadline is February 14, 2023. So far we will have ten Non-Working members. Two members have paid for the tour, but not for their membership fee. Phone calls will be made to these two members.

**Website:** Vince Pitelka

Vince reported that two members have used feature images that were inappropriate in that they were pictures of themselves vs. their artwork. Vince will contact these members to remedy this issue. Several other members did not use full captions. Appropriate captions would include: Title, Date, Media, and Size. An 'App Chat' was instituted for members. In the future we will be moving away from using our gmail account for any website related issues. The [smelt@chathamartistsguild.org](mailto:smelt@chathamartistsguild.org) account will go to Leslie Palmer, as only one member can accept these emails.

**Membership:**?

**Formation of 2023 Committees and Potential New Chairpersons:**

We are continuing to work on committee assignments but need to wait until more members have paid their dues to see how many working members we will actually have. We also want to wait on the results of the 'Skills Survey' that Ric will be sending out to members shortly. Pam Freese and Jody Nash have volunteered to work on the Newsletter.

Tentative Ideas for Chairpersons:

**PR:** Karen Greager Hall?

**Newsletter:** Pam Freese and Janet Place have volunteered.

**Fundraising:** Jim Aiken?

**Brochure Committee:** Minnie Gallman

Carolyn presented two distinct scenarios for printing and disseminating our brochures. The board unanimously agreed that they preferred scenario #1. A vote will be solicited from the membership shortly. The first option had a 77cent/reach, and the second option had a 99cent/reach. Both options included additional brochures. The next step will be for Carolyn to draft an email to be disseminated by Ric that clearly defines both options, along with the costs and benefits of each option. There will eventually be a survey taken and members will have one week to respond.

**Education:** Louise Hobbs (Chair)

Louise is going to draft a document that will clearly define the role of the Education Committee. Louise will synthesize a list of needs for this committee and will attempt to include more opportunities to educate our own members as opposed to focusing only on educating the community. The Board will review all previously filed documents to make sure that we all understand the requirements of our 501c3 tax-exempt status. Adjustments may need to be made in the tentative budget for this committee, once this work is completed. Louise will also design a poll to see what types of educational options our members would like to either provide to other members or receive from other members.

Cally will continue to lead the Emerging Artists Program and agreed to accept only four new emerging artists per year in order to make sure that we can successfully accommodate their needs. Steevie agreed to continue to coordinate the Art Activities tent.

**Exhibitions:** Boots Quimby

Boots went over the option to use the space at 135 Franklin Street in Chapel Hill in May for a CAG exhibit with demonstrations. She had sent out an email and determined that 46% of the responding members were in favor of looking into this option, and that 20 of those surveyed actually wanted to participate in the show. Boots reported that the space had no hanging system nor lights, and that windows covered at least one wall. There were also kitchen cabinets in the space that would need to be removed by April 1<sup>st</sup> in order to make the space useable for the guild. In addition to these issues, several board members brought up the fact that our mission statement suggests that we focus our energies on providing more educational services to Chatham County residents. The board voted to look into more opportunities in Chatham County instead of committing to use the Franklin Street location for a show in May.

Leslie brought up the possibility of a CAG show for April-May at The Print Shop in Chapel Hill, as the owner had contacted her about this possibility. She will get more details to report back to the exhibitions committee and the board. We will look at doing something new in the Spring of 2024.

**Issues to Discuss at our All Members Meeting on April 23, 2023:** Ric Harber

1. We will need to take a vote on the two options for printing and disseminating our brochures. This needs to be completed before our April AMM .
2. There will need to be an open discussion concerning Future Directions for the Guild. What are we doing right? What are we doing wrong? What can we do better? Where would you like to see the guild go from here?

3. There will need to be a discussion about possible consequences for working members who do not fulfill their obligations to the guild. We will need to elicit several possible scenarios from members. Selden suggested that we stay away from penalties that are either punitive or retroactive. In the meantime we can suggest that members email their suggestions about these ideas to the board.

Selden moved to adjourn and Steevie seconded. The meeting was adjourned at 8:35 pm.

Our next board meeting will be held on **Monday, March 20<sup>th</sup>** 6-8 pm. Location to be announced.

Meeting notes were respectfully submitted by Steevie Parks, Board Secretary on Wednesday, February 15, 2023