

BdMtg2023109

Chatham Artists Guild Board Meeting Minutes – October 9, 2023

The meeting was called to order at 6:20pm

Members Present:

Amy Wandless, Karen West, Leslie Palmer, Vince Pitelka, Selden Lamoureux, Steevie Parks, Minnie Gallman

Welcome: Amy Wandless, President

Minutes: Steevie Parks

Approved by the board online.

Treasurer's Report: Selden Lamoureux

1. We will be using a new 'treasurer's email' address to handle correspondence from the N.C. Secretary of State and the IRS to ease the process keeping track of these communications.
2. Selden will update our profile with both the state and the IRS.
3. We are currently compliant with all state and federal guidelines.
4. Our total revenue for 2023 to date is \$27,363.22. There was a \$2,877.78 shortfall, mainly due to a shortage of non-working members as compared to previous years.
5. Our total expenditure for the year so far are \$5,413.13.
6. We currently have \$40,525.92 in our checking account, and \$10,003.08 in our Money Market Account, for a Total Bank Balance of \$50,529.00.

Public Relations: Janet Place and Donna Stubbs (Chairs)

1. Our first Mailer Lite Newsletter went out seamlessly and looks very much like our former newsletters.
2. Ads have been set up for the newsletters for the Chapel Hill, Cary and Durham magazines. Janet will be sending out press releases.
3. Karen Greager-Hall updated the Marketing Tool Kit designed by Leslie Palmer.
4. Leslie and Karen G. will be available to answer any tour member's questions about the particulars of the Tool Kit.
5. The WUNC contract for our radio spot was signed but not yet paid for.
6. Steevie attended the Women in Business Social at the Chamber of Commerce. There were 20-30 women who attended. We shared some of our marketing material and passed around our mailing list. Oddly, all of the people who signed up for our mailing list were later determined to already be on it.

Education: Amy Wandless for Louise Hobbs

1. Jane Eckenrode has our photographic equipment and all of it is intact.
2. We will be teaching children to make oil pastel resist watercolor paintings and ornaments in conjunction with ClayWorks for the Pittsboro Street Fair on Oct 28th. Bridgett Comellas will coordinate this event and will get the tub of paid for art supplies from Steevie this week.
3. Louise will be able to use money that is already in her budget to purchase whatever supplies are needed for 2023.

Smelt Gallery: Leslie Palmer

1. The October exhibit will be extended until Tuesday, October 24th. Take down will be on Weds. October 25th at 10am.
2. Another sculpture was sold by Diane Swan from the current Smelt exhibit.
3. The November Smelt Gallery is part of The Plant's Death Faire event which is to be held on November 4th, 5th and 6th. This exhibit will remain up through Tuesday, November 21st. The opening reception for the Death Faire event will be held on Sunday, November 6th from 1-3pm. This is not a guild event, however four guild members have so far applied.
4. The All-Members show will go up on November 22nd. Because this is Thanksgiving weekend, an alternate drop off location will be arranged for those unable to drop off on November 22nd. So far 59 CAG Artists have signed up for this show. The show will be taken down on January 31st.
5. There was a vote to empower the Smelt team to secure a date from Tammy Schwerin for the use of the Event Space at The Plant next Spring. Next year's Exhibition Committee will be tasked to propose how they wish to take advantage of this offer. Selden motioned, Steevie seconded, and the motion was passed.

Website: Vince Pitelka

1. Four new applicants have paid their application fee, but only two have actually submitted the application form. Vince has been in touch with the other two and they should be getting their forms in promptly. Vince will contact Janet and Donna and encourage them to keep publicizing the application period through social media.

Exhibitions: Boots Quimby and Janice Rieves in absentia

1. The frame shop show has been very well received. Selden Lamoureux's piece was sold during the opening, and there has been a lot of traffic.

Fundraising: Diane Swann

No new business.

Distribution: Jeff Clarke

1. Jeff delivered 17 boxes of new brochures to PGA (4,250 brochures). Both committee members and other CAG members are free to pick up brochures to distribute.

Brochures: Minnie Gallman

Brochures have been completed and all of the interactive links have been repaired.

New Business: Amy Wandless

1. Amy will determine whether or not our radio message can be aired closer to the date of the tour. She will also work with her Audacity program to shorten the length of her speech to 30 seconds.
2. Janet needs to talk to Amy re. getting a radio spot on NPR.

The next Board Meeting will be held on Monday November 13th from 6-8 pm in Amy's studio.

Preparations for the October AMM Meeting on October 22nd 2-4pm : Amy Wandless

1. The first half hour will be devoted to social time.
2. All members will be encouraged to bring a light snack.
3. We will provide coffee, tea and possibly cider.
 - a. Steevie will get two containers of coffee from Panera with paper coffee cups. One of the containers will have decaf.
 - b. Minnie will bring a crockpot full of apple cider.
 - c. Selden will bring milk and sugar for beverages, or Steevie may be able to get them from Panera.
 - d. Steevie will bring paper name tags and markers to write our names.
 - e. Amy will bring a typed up sign-in sheet.
4. Steevie (minutes) will report about the last AMM minutes being approved online and will bring some copies if anyone is interested in looking at it.
5. Selden will talk about the Treasurer's Report and about what we have done to communicate more efficiently with the state and the IRS.
6. Amy will present the President's Report.
7. Committee Reports will occur in the following order:

- a. Finance: Selden will thank committee members.
- b. Exhibitions/Receptions: Boots will talk about her conversations with 79 West and the membership will vote on whether or not to participate (?).
- c. SMELT: Leslie and Karen will report on their accomplishments and will talk about the pop-up date at The Plant, after letting Boots know the date.
- d. PR: Janet and Donna will talk about PR and Karen Greager-Hall will remind members about how to use the PR Tool Kit to prepare for the tour.
- e. Brochure: Minnie will thank her committee members and Andrew for a very successful brochure.
- f. Signs: Nancy Ann and Timothy will bring the signs for distribution (?)
- g. Membership: Vidabeth, Forrest and Anna will present.
- h. Education: Louise will talk about accomplishments.
- i. Website: Vince
- j. Fundraising: Diane will talk about sponsors
- k. Operations: Andrew will talk about any new changes.
- l. Nominating Committee: Amy will announce the names of the new Nominating Committee for New Officers in January (some possibilities.. Daphne, Martha, Bronwyn, Jeff, Pam)
- m. Jury: Vince will announce the new jury members at the AMM for this November's jurying.

- n. Amy will discuss unfinished business, new Board member opportunities, and will ask current board members to stand and will ask people to stand who have not yet served on the board. She will remind the members that all CAG members must serve on the board at some point during their tenure.

- o. Steevie will present the new date and location for the January AMM meeting. It will be either January 21st or January 28th. She will call the Restore to see which date will work best for them.

Meeting adjourned at 8:20 pm.

