

## **Colorado Watercolor Executive Board Meeting Minutes – 10/16/18**

Merrie Wicks, Recording Secretary by Linda Palmer, Corresponding Secretary

Present: Carol Newsom, Tim Brenner, Lynn Nebergall, Priscilla Greenbaum, Linda Palmer, Mary Jo Ramsdale, Jay Breese, Shanthi Kumar, Karen Hill, Beatrice Trautman

Absent: Merrie Wicks, Steve Griggs

Carol Newsom, President, called the meeting to order at 5:00 p.m.

A short dinner break was called by Carol at 6:00 p.m., Linda Palmer provided the dinner.

**September minutes:** have been posted on the web site.

### **New Business:**

#### **VP of Workshops:**

Carol has called a list of people to fill this position. All called turned down the position.

Mary Jo suggested Jan Archelletta, Lynn suggested Judy Patti. Other names mentioned were Nancy Priest and Ellen Jones, who would need to become a member.

#### **Workshops – 2019**

Signed contracts have already been set up.

Shanthi has created the on-line set-up to register and track participants.

**Robbie Laird workshop** – Carol spoke with Robbie regarding the workshop set-up. She would like a mirror, prefers a camera. The mirror is not easy to set-up. Steve Griggs set-up his own.

Discussion: Camera and digital projector.

Carol thinks CWS should purchase a camera with a zoom feature and digital projector for workshops and demos at general meetings. The Camera cost is approx. \$1,000, digital projector approx. cost, \$400-500.

Carol has a tripod she could donate.

Carol would prefer someone who is familiar with the technology research the purchase.

Tim said he would take the lead to research.

The monitor needs to be movable, specific size requirements and storage should be considered.

The current mirror is very difficult to handle and transport. The mirror does have a stand. Tim assembled the stand. Currently, the mirror and stand are in the storage unit.

The suggestion was made to sell the mirror and stand on E-Bay. Suggested selling price is \$2,000-3,000.

Priscilla said the Budget designation for the purchase would be Capital Outlay.

A suggestion for purchasing the camera and monitor would be to present it to the general membership to see if someone would like to donate purchasing a monitor and digital camera.

Motion: Mary Jo motioned for the Board to proceed with the projection system of Capital Outlay of \$1,500. The motion was seconded, the quorum vote was all in favor of the motion.

**Contract with Foothills Art Center, Golden for the classroom fee:**

The Robbie Laird workshop has a signed contract fee for \$200 per day.

The Steve Griggs workshop has a signed contract fee for \$150 per day.

Terrie Harrod has suggested that the classroom fee for Robbie Laird's workshop be increased to \$250 per day.

Motion:

Tim made a motion to not add \$50 per day to the Foothills Art Ctr. classroom fee.

Jay seconded the motion.

The quorum voted to continue the contract amount of \$200 per day, not to increase the fee for the Robbie Laird workshop.

**Shanthy Kumar report on Website:**

The security certificate was completed for free and the CWS website is now secure.

The credit card on file for the website and domain registration will be in the name of the current treasure.

The tab on the website has been added to provide information regarding the website and domain registration account details that Board Members will be able to access.

There was a discussion whether CWS should pay for an invoice forwarded to Carol Newsome by Chuck Danford on whether to continue paying for the domain name "coloradowatercolorsociety.com, even though CWS uses a "dot.org" web address.

The non-used domain was originally purchased to prevent confusion if bought by another organization. Originally, the site may have been Denverwatercolorsoc.org

The purchase of the Go Daddy, CWS.org and CWS.com is annually. The renewal will be in Jan. 2019. Shanthy has access to the Go Daddy site and account number.

Shanthy will look into it.

Priscilla and Shanthy suggested paying Wild Apricot annually to save 10% in website fees starting on November 15, 2018. They will work with Tim Brenner to change the billing procedures.

As a cost saving measure, our Pay Pal website account was discussed. Pay Pal currently charges us a \$350 annual fee plus a \$30 monthly fee. We are also charged a 2.7% transaction fee. Carol will call Pay Pal to find out how to lower the annual and monthly fee and then Priscilla will apply for non-profit status to lower the transaction fee to 2.1%

**Old Business:**

Carol is trying to find someone for the position of President Elect.

Pick-up artwork from hospitals:

Mary Jo has volunteers to check-out participating artists' artwork for the show Parker.

Carol will announce at the meeting that CWS artists need to pick up their artwork.

### **Board Member Reports:**

#### **Parliamentarian – Jay Breese**

Bylaws and Policies:

Because the Board wants to add a new position of Web Director, certain changes need to be made in the CWS Bylaws and Policies. As long as those changes are being made, Jay suggested we update both the Bylaws and Policies to also eliminate certain provisions that are no longer needed and to allow us to give notices electronically instead of by mail, etc.

Jay gave each Board member a hard copy of the current Bylaws and Policies with the proposed changes highlighted. All Board members need to read these proposed changes. The Bylaws will need to be changed first and then the Policies. Before that can happen, the Board must first pass a resolution to put these proposed amendments to the Bylaws before the general membership for a vote. The Board did not want the vote on the Bylaws' changes without having further studied them. The Board decided to vote for the resolution without another Board meeting under a provision that allows this if all Board members consent. (This unanimous consent to pass the resolution has now occurred so the issue of whether to allow the proposed Amendments will now occur at our next meeting on November 20<sup>th</sup>.)

Timely notice of this upcoming vote to amend the Bylaws will be given to the membership soon through the Collage and an E-blast. Each notice will include a summary of the proposals. The full language of the proposed amendments will be posted on the CWS website. The Board agreed that Jay should inform the general membership at the meeting tonight of these upcoming votes so they would understand what is going on when they receive the Collage and E-blast notices. (This was done.)

The proposed changes to the Policies will be addressed at the next Board meeting. It takes about two months for these to be considered and published to the membership before such changes can be approved.

Jay also suggested that, by the end of the year, each Board member write a detailed account of the general duties of their position, including their day to day tasks. This would enable any Board member in that position to know exactly what to do.

#### **Treasure report – Pricilla Greenbaum**

The preliminary budget was discussed. Priscilla is concerned that the proposed budget does not adequately reflect actual expenditure needs and that the expenses will be greater than the income this year for programs and other expenses. A request was

made for board officers and chair persons to email her with projected income and expenses of their programs.

At the Nov. board meeting, Priscilla will give a budget estimate for overages and/or under budgeted items. A motion to approve budget items will be postponed until the Nov. mtg.

Carol will contact Steve Griggs to clarify items related to exhibition income and expenses.

The Board may need to consider the following changes:

- Possible increase in membership dues;
- Paying more for jurors, there is no standard fee, the juror sets the price.
- In previous years, the Board approved setting aside an extra \$1,000 annually in August as savings for hosting the Western Fed. Exhibition. The question is whether this should be done.
- A suggestion was made to have a show in Oct./Nov. to cover budget shortfalls.

### **Board Member at Large – Karen Hill**

The expansion on the new facility in Crested Butte will be completed by Aug. 2019 for the Peggy M. Stenmark workshop. Her contract is in the process of completion.

### **Programs – Beatrice Trautman**

The Nov. general mtg. program will be Tom Newsom, Santa gouche painting demo. December, there is not a CWS mtg. January, a critique by Phillip Newsom

Beatrice needs the 2019 date of the State Show so she can schedule the venue in Parker in May. Ken Goldman is the contact person to sign the contract.

Suggestions: the show could have a “soft” opening, workshop and demo at the CWS general meeting, then have the show reception at a later date.

### **Immediate Past President – Tim Brenner**

The storage unit is less expensive than the charge to move to the previously discussed garage site. The garage site was \$130 per month, the present site is \$75 per month. He will check into the other rental sites that are close. Tim will tell Priscilla when to pay the rental fee.

### **Membership – Lynn Nebergall**

Lynn proposes, for efficiency, to mail the directory next year to all membership. Presently, 109 past members have not renewed their dues, 371 members have renewed their dues. Only members who have paid their dues are allowed to vote.

### **Corresponding Secretary – Linda Palmer**

Linda has been working with Jay Breese to define the actual duties of the CS and the duties stated in the Bylaws and Policies.

Mail was distributed to applicable board members after picking up the mail twice a month from the post office in Denver.

Carol Newsom closed the meeting at 6:40 pm, motion made by Tim and seconded by Mary Jo.