



## CFG Board Meeting Minutes

May 3, 2021

Via Zoom

**Call to order:** President Cheri Jolivette started the meeting at 10:04 AM.

**Present:**

- Executive Members: Cheri Jolivette, Gloria Richardson, Lottie Smith, Sherrie Moomey.
- Committee leaders: Doug Garnett, Carolyn Walwyn, Karen Miller, Deb Sorem, Lynn Deal, Katie Walwyn, Jane Wolfe.

**Secretary's Report:**

Minutes from the April Board meeting were distributed via email following that meeting and approved by the Board with corrections & additions. Minutes published in the April Newsletter.

**Treasurer's Report, Sherrie Moomey:**

Sherrie explained that as treasurer, she is transitioning financial information from *QuickBooks* to *MoneyMinder*, a single entry bookkeeping system available for non-profit organizations. This change was prompted by the need for a simplified system to help us manage our financial and membership information. She is transferring this fiscal year's data and has downloaded all prior years' data from QuickBooks for archive.

She explained that further simplification would result by changing our fiscal year: Year would end September 30; new year begins October 1. Presently, year end is October 31; new year begins November 1.

A brief discussion about management of membership data identified a need for a data privacy statement. This will be addressed in the upcoming annual review of our ByLaws.

**Location September Meeting: Karen Miller**

Karen reported we have not yet identified a venue willing to commit to in-person attendance: We do not have a location for a meeting in September. The meeting as well as the workshop can be virtual, if necessary. She will continue to seek a venue; the reality is that we won't know until closer to fall what might be available.

Karen has been in contact with David Owen Hastings, Squim WA, as a speaker/workshop presenter. Karen's, also, searching for a wearables presenter for next year.

The contract we offer our presenting artists is undergoing revision to allow for inclusion of remote/online activities.

At this time, there are ten artists signed up for this June's class: We encourage recruiting additional students to offset class costs: After discussion, it was decided to open the class to non-CFG members at an added fee of \$25 which will cover this year's dues: The student becomes a CFG member.

**New Business:**

**New Board (2021-2022) Recruitment:** Cheri announced that the Executive Board will be the nominating committee for this year, and she asked for recommendations for future members. The discussion brought forth thoughts including:

Tell what we like about being a Board member.

List skills needed or recommended for each position.

Point out the learning opportunity (about the organization, individuals, artistry).

Board meetings continue online making it possible for participation even when you're out of the area.

Positions open:

- President Elect
- Treasurer
- Treasurer Elect
- Newsletter
- Program Elect
- Publicity (& Historian)
- Exhibits



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**July Board meeting:** After discussion, it was agreed to cancel the July 5 Board meeting. Active recruitment for the slate of officers and committee heads must be completed by August Board meeting. Also to be addressed are *ByLaws*' changes and completion of Sherrie's *Financial Guiding Principles* relating to the new accounting software.

#### **Committee Reports**

**Webmaster**, Doug Garnet: Doug shared (visual) the new online exhibit which is up and running on the website, and he changed Eventbrite to include non-member option with membership for signup for June class.

**Past President**, Gloria Richardson: June's Member in the Spotlight is Carolyn Walwyn.

**Newsletter**, Deb Sorem: Reminder - deadline for this issue is Thursday, May 6.

**Historian**, Lynn Deal: Lynn is removing all foodstuffs from storage.

**Membership**, Carolyn Walwyn: No new members this month.; working to streamline the letter sent to new members.

**Outreach**, Katie Walwyn: Nothing to add at this time.

#### **Next meetings:**

**Membership meeting:** June 9, 2021 6:30PM via Zoom.

**Board Meeting:** August 2, 2021 10:00am via Zoom.

**Meeting adjourned** 11:53 am.

Respectfully submitted,

Lottie Smith, Secretary