

SIERRA WATERCOLOR SOCIETY
 Board Meeting Agenda
 February 11, 2017
 Renown Board Room, 1155 Mill St, Reno NV
 10:00 a.m.

Call to Order: 10:03 am

In Attendance:

- Board Members: *President Tricia Leonard, Past President Kay Tietz, Vice President Gina Lijoi, Treasurer Laurel Sweigart, Secretary Carol Baker*
- Committee Members & Members-at-Large: *Virginia McLaughlin, Jane Chapman, Ronnie Rector, Ruth Jaeger, Judy Berland, Leslie Kay Kuhn, Kathryn Dudley, Nancy Podewils-Baba, Diane Sewell*

Minutes: There were no corrections to the November 19, 2016 minutes. Leslie Kuhn moved to approve as published. Motion Carried.

Treasurer's Report:

<i>Beginning Bank Balance</i>		\$32,455.14
	<i>Income</i>	<i>Expense</i>
<i>Art Angels</i>	235.00	189.38
<i>Workshop</i>	1,320.00	0.00
<i>SWS</i>	1,164.00	803.76
<i>Total</i>	2,719.00	993.14
<i>Ending Bank Balance</i>		\$33,916.05

Nancy Podewils-Baba moved to approve Treasurer's Report as presented. Motion carried. The projected 2017 budget was prepared by Laramie Ford. The following suggestions were made for consideration to be included in the 2017 budget.

- *Kathryn Dudley-increase the scholarship fund*
- *Nancy Podewils-Baba-increase Art Angels to include training teachers for art instructions*
- *Tricia Leonard-making a separate category for Workshop income and expense*

The 2017 budget will be noted on at the April Board Meeting

End of Year Report and Job Descriptions: *Reports and current job descriptions must be submitted to Tricia Leonard for Vice President, Treasurer, Secretary, Hospitality Chairman and Exhibit Coordinator*

Kathy Martin's recommendations for reporting and compliance with non-profit-status requirements

What is not existing:

- *None of the job descriptions include report procedures, i.e. what to report or where it is kept, and how long to retain.*
- *No Job Description or instruction for Art Angels/Community. This activity is responsible for 60% of SWS activities for non-profit qualification.*

Other Recommendations discussed:

- *Establish guidelines for written reports-should be presented to Secretary for accuracy and kept as a record with minutes. Tricia will prepare a form or guideline.*
- *Establish a keeper of the reports. Tricia will send out a request for a volunteer to be archivist.*
- *Ronnie Rector suggested having all paper copies scanned, dated and archived on DVD's*
- *Update job descriptions and procedures*
- *Board meeting reports should be submitted to Secretary before meetings start*

Kathy Martin's recommendations for reporting and compliance with non-profit-status requirements cont.

- *Reimbursement requests must include event, expenses, and description of what the funds were used for (i.e. Art Angels supplies or exhibit). Reimbursement requests form will be revised.*

A motion was made for reports to be submitted to the Secretary prior to the meetings. Motion was carried.

Workshops and Demonstrations: Gina Lijoi

- 2017:** ***Sterling Edwards, March 7-10
20 artists are signed up. Set up Mar.6, bet. 6:00-7:00 p.m.
Jeannie Vodden, May 10-12
Sign-ups start now
Birgit O'Connor, Aug. 15-18
Bev Jozwiak, Oct. 10-13*
- 2018:** *Demo Jan 13, TBA
Michael Reardon, March 7-9
Michael Holter, May 9 -11
Julie Pollard, Aug. 14-17
David Lobenberg, Oct. 9-12*

Gina has the materials list for the Sterling Edwards Workshop

***If you are attending the Sterling Edwards workshop and have paintings for the Reno Little Theater show, bring your paintings to the workshop along with your paperwork and check by 9:00a.m. on Tuesday morning. Tricia will take them to the show for you.*

Hospitality: Leslie Kuhn

Leslie purchased another coffee pot. We now have two.

Art Angels and Community Outreach: Nancy Podewils-Baba

*Community Outreach:
Nancy was approached by Kelly at Sparks Heritage Museum regarding having an Art Angels Workshop in July for Art Town*

*Art Angels Classes in the Schools:
Filled through end of 2017*

Publicity: Nancy Podewils-Baba

*More publicity is needed for the Silent Auction and raffle. It was suggested that the Silent Auction be held at the Sparks Heritage Museum Show.
Kathryn Dudley reported that one of the radio stations was offering free advertising to 501C3's.*

Exhibits: Virginia McLaughlin, Coordinator

*Virginia has designed a brochure that we could hand out at our shows.
It was motioned and approved to proceed on moving forward for information on cost and input on the brochure.
Virginia has asked for a volunteer to be her assistant who would eventually replace her as Exhibits Coordinator*

Upcoming Exhibits

*Reno Little Theater
"Witches/Things Not What They Seem": Chair: Nancy Podewils-Baba
Intake: March 7, 2017
Take Down: March 31, 2017*

Wilbur May Museum

"Honoring Mother Nature" (was Power of Plants):

Chair: Jane Chapman Co-Chair: Judy Berland

Intake: May 2, 2017

Open to Public: May 3, 2017

Take Down: June 4, 2017

Judy Berland suggested that we select a painting that is not just plants for the postcard.

South Meadows Library Exhibit: during Artown

"Summer Bounty"

Chair: Barbara Kallestad

Intake: July 1

Take Down: July 31

Sparks Heritage Museum

Judged Show, Title TBA

Chair: _____ Co-Chair: Sally Shaw

Intake: August 11

Open to Public: August 14

Reception: September 9

Take Down: October 2

May Museum :

Title: TBA

Chair: Diane Sewell

Scholarship: Kathryn Dudley

Kathryn Dudley made a motion to increase the scholarship fund to \$2000.00, seconded by Ronnie Rector. This will be considered when revising the budget for 2017.

Video Library: Linda Halecki-not present

Membership: Sally Dupre and Lynn Schmidt

Membership count - no information.

Challenge: Judy Berland. March Challenge: "One Object, One Shadow"

Know the difference between a shadow and a reflection: Objects reflected in water, wet pavement, in mirrors or on glass will not be accepted.

For the next challenge consider working toward the Mother Nature Show and bring a photo for the challenge.

Newsletter: Ronnie Rector – no report

Website: Ruth Jaeger – no report

Board Meeting Calendar: Renown Board Room 105, Mill Street 10:00 am

2017: April 29, August 5, September 23 (all dates are tentative)

General Meeting Calendar: Temple Sinai 10:30 am

2017: March 11, May 13, August 19, October 14, December 2 (brunch)

Other business:

Kathryn Dudley sold a painting at the May Museum and found that she was responsible for the sales tax. The Standing Rules will be referred to and it will be discussed at a future meeting.

Announcements:

*Motion to Adjourn: Gina Lijoi Second: Ronnie Rector
Meeting was adjourned at 12:10 p.m.*