

Friends of the Visual Arts
dba Willamette Art Center
Wednesday, October 19, 2024 – 5:30 pm
Willamette Art Center Gallery
Board Meeting
Minutes

Attendance:

Board members: Carla Axtman, Pam Baldwin, Sage Dunham, Dana Field, Claudia Hill, Josie Hummert, Dave McConnell.

Absent: Wendy Cornelisen.

Staff: Lisa Joyce.

Call To Order: Board President Sage Dunham at 1:35 pm.

Secretary's Report: Claudia Hill

September 2024 minutes were provided for review. Pam **moved to accept the minutes as written. Motion seconded and passed.**

Treasurer's Report: Dave McConnell

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|----------------------|-------------|--------------|--------------|
| Umpqua Bank Savings | \$53,919.76 | | |
| Umpqua Bank Checking | \$91,538.47 | | |
| Petty Cash | \$397.00 | TOTAL | \$145,855.23 |

President's Report: Sage reviewed the procedures for succession and qualifications to be eligible to be board president. New officers will be seated at the December board meeting.

Director's Report: Lisa Joyce

Sue Karnosh retirement. Sues last day was October 18th. Lisa acknowledged Sue's long term service. Megan Mersino has started as the new office manager.

Meeting with Fair Management. Lisa will meet to review Artisan Village, parking access during events, and the renewal of the lease. The lease expires June 30, 2025, with option to renew. Dana commended Lisa for her positive wording regarding the many announcements regarding parking.

Equipment repair update. Doug is replacing parts and re-routing the exhaust venting in the kiln room, and after that will repair two broken wheels

Grants. Applications for the Transient Occupancy Tax (TOT) grant and the Artisan Village reimbursement grant are due in early/mid-November.

Winter Schedule. The Winter Class Schedule is coming out. There are requests for workshops during December.

Committee Reports:

- **Budget:** Dave reported on the budget.
 - The Budget Committee met to plan for 2025, and to discuss the lower than expected revenue.
 - Expected revenue is lower than predicted in the budget. Although sales of passes, firing tickets and clay sales are reduced, about half of the difference is related to late grant checks; the other half appears related to the way the budget structure portrays

certain end-of-year accounting issues. Dave reviewed the expected increases in staff costs. Sage noted during his three years, this revenue discrepancy occurs mid-year and recovers at the end of the year. Suggestions to increase revenue were discussed.

- **Strategic Planning:** The plan is ready for board review. There was agreement to review the report and discuss at the next board meeting.
- **Empty Bowls:** Sponsorship levels are Porcelain (\$2000), Stoneware (1\$500) and Earthenware (\$1000). Three porcelain sponsors signed up immediately. Publicity is through social media; paper and electronic publications; and radio interviews. The number of items stands at 1136. We have received \$8462 in sponsor donations, with more expressing interest. Donations of clay are at \$1077. The opportunity for additional donations will be offered at the sales tables. Lisa recommended improved donor stewardship. She noted donation receipts this year will list the correct non-profit Employment Identification Number (EIN) for tax deduction purposes. Wood Carvers and Wood Turners will participate.
- **Nominating:** There are two nominees for the board: Renita Hiebert and Josie Hummert.
- **No report:** Personnel, Auditing, High-Volume Artists, Membership, Safety/Facilities

Meeting Adjourned at 2:24 pm.

Submitted by Claudia Hill
WAC Board Secretary, 2024

Approved

Date _____

Sage Dunham, President

Parking Lot

Capital improvement plan
Calendar
\$1164 cash shortfall in budget report

Next Board Meeting November 13th @ 5:30 pm at the WAC