

Friends of the Visual Arts  
dba Willamette Art Center  
**Wednesday, March 13, 2024 – 5:30 pm**  
**Board Meeting**  
**Minutes**

**Attendance:**

**Board members:** Carla Axtman, Pam Baldwin, Wendy Cornelisen, Sage Dunham, Dana Field, Claudia Hill, Jennifer Lassen, Dave McConnell, Heather Skinner.

**Staff:** Lisa Joyce.

**Call To Order:** President Sage Dunham at 5:32 pm.

**Secretary's Report:** Claudia Hill

February 2024 minutes were provided for review. Sage **moved to approve the minutes as presented.** Motion seconded and passed.

**Treasurer's Report:** Dave McConnell

Umpqua Bank Savings	\$59,917		
Umpqua Bank Checking	\$88,863		
Petty Cash	\$397	<b>TOTAL</b>	\$149,177

**President's Report:**

- Sage stated he was impressed by the volume of work the board has completed.

**Director's Report:** Lisa Joyce

- TOT Grant. The TOT Advisory Board allocated a \$52,796 facility grant and set the reimbursement grant for Artisan Village at \$8,000.
- Donation Goals. Lisa's goal is to identify donors and establish a database to engage with the donor community.
- Kiln Update: The Bailey kiln is scheduled to run tomorrow March 14<sup>th</sup>. Susan is scheduled for final repair on March 20<sup>th</sup>.

**Old Business:**

1. **2024 Budget.** Lisa and Dave explained how to read and interpret the new budget format. This was followed by discussion of revenue and expense trends, and the potential addition of a capital improvement plan and a maintenance schedule. Significant changes from last year's budget include staffing, clay and Empty Bowls allocations. Dave noted there are reserves of approximately \$150,000. **Dana moved we pass the proposed budget as written, except: increase line item 456001, AV Operating Grant, from \$12,000 to \$18,000; increase line item 820000, Facility and Equipment Expenses, from \$0 to \$5,000; and increase line 8120030, Class Expenses – firing tickets, from \$5,600 to \$10,000.** Amendment was seconded and motion was passed.
2. **Empty Bowls and Artisan Village.** Claudia and Pam proposed details for the 2024 Empty Bowls fundraiser. Suggestions for a more manageable event, expense tracking, and active support of volunteers were provided. The proposal would divide proceeds between Marion Polk Food Share and Willamette Art Center. Claudia **motioned and it was seconded to hold the Empty Bowls fundraiser.** Following the discussion Wendy **moved to amend the**

**motion to state that the event location would be decided at a later date.** Amendment seconded and motion passed.

3. Organization Capacity & Policy for High Volume Artists. Board members and staff presented information outlining costs to fire our kilns, comparisons of prices charged by other studios, and evaluation of how the current firing policy relates to our mission. Lisa interviewed staff members for their perspectives on this issue. Discussion centered on the complicated relationship between the stated mission of the WAC; our legal obligations as a non-profit organization; and the monetary and personal benefits and drawbacks of accepting work from high-volume artists. No specific policy changes were passed, however the board re-affirmed its commitment to serving the mission of the organization and supporting the Executive Director as she works to find equitable solutions. **Sage and Lisa will draft a memo outlining the HVA issue and how it is being addressed and present it to the board.**

#### New Business:

4. **Strategic Planning Report and discussion of our Mission.**

Carla noted the committee is proposing a new mission statement, and will ask the WAC community for preference. The committee will meet again April 1<sup>st</sup>.

5. **Fundraising Committee Report.**

Heather presented fundraising ideas currently under consideration.

#### Committee Reports:

- Membership. Jennifer announced further details of the Monitor/Volunteer recognition party scheduled for March 24<sup>th</sup>.
- Marketing/Communication. Lisa is continuing to communicate with monitors, staff and patrons electronically and in person. She is continuing to check with the State Fair for price information in order to sign up vendors for Artisan Village, and is updating the website.
- Safety/Facilities. Dana noted a clean-up is scheduled for two hours March 23<sup>rd</sup> at 10:00-12:00 am. She is conducting food safety tests on glazes; updating the Student- and Open Studio Pass- handouts to include safety information; and updating the Raku Protocol. Work on the shaded concrete area to reduce slip hazard continues.

#### **Meeting Adjourned at 7:27 pm.**

Submitted by Claudia Hill  
WAC Board Secretary, 2024

Approved

Date \_\_\_\_\_

Sage Dunham, President

#### Parking Lot

Employee handbook consolidate/update policies procedures.

Ideas for generating more revenue during the State Fair.

Capital improvement plan

We need a new customer packet. Not just the little pieces of paper located in various location. When you sell a pass, go over the guidelines.

#### Calendar

**April 10 -- Next Board Meeting @ 5:30 pm**