

Friends of the Visual Arts
dba Willamette Art Center
Wednesday, April 10, 2024 – 5:30 pm
location IKE Box Café, 299 Cottage Street NE

**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 5:34 pm.

Secretary's Report: Claudia Hill

March 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	\$53,926.48		
Umpqua Bank Checking	\$107,524.68		
Petty Cash	\$397.00	TOTAL	\$161,848.16

President's Report:

- Sage had fun at the volunteer recognition event, and thanked Jennifer and Lisa for coordinating a celebration that all seemed to enjoy.

Director's Report: Lisa Joyce

- Artisans' Village: Lisa is working with Fair Management to clarify the contract terms regarding musicians and vendors. She will be inviting others to help evaluate vendors.
- Glaze Update: Cone 10 glaze chemical components have become extremely scarce (drastically more expensive) or no longer available at all. Nikki is testing substitute chemicals and alternate reduction set-points for high-fire loads. Lisa brought example tiles of the most recent glaze tests. Additional clay/glaze/temperature combinations will be tested before the glaze buckets will be replenished. For those with specific firing requirements, special kiln runs may be ordered.
- The location of the new kiln igniter is impractical (on the ground) and must be repositioned.
- Lisa has established a model for pricing clay, is developing new firing prices based on cost to run each type of kiln, and setting limits on shelf space for individual artists' work. The changes will be introduced sometime after the end of spring term.

Old Business:

1. Empty Bowls Update: Pam reported the clay-a-thon schedule for April and May, and noted good attendance at the first two events. A purple firing ticket system has been set up to track firing expenses.
2. High Volume Artists: Identifying root cause(s) of friction that exist with pottery production is a priority. Discussion focused on the need to know the true costs of operating WAC, including the impact of high volume artists and the volume of empty bowls, on all aspects of the studio operations. Lisa and Dana will draft a list of specific items for a committee to look into.

New Business:

1. **Strategic Plan update and action on proposed mission statement:** Carla submitted the committee's preferred draft proposed mission statement. The committee would like get feedback from the WAC community. Wendy **moved that the Strategic Planning Committee engage with the WAC's various constituencies in conversations about the proposed mission statement, the role of the strategic plan, and the process they may use to arrive at the proposed statement.** The proposal was seconded and approved.
2. **Cascade Employers membership:** Lisa described a lack of basic HR policies that leave WAC vulnerable in certain areas. She identified specific items which could be completed efficiently through contract. The board requested Lisa investigate products and services available in addition to the company recommended by our CPA. Sage **moved that Willamette Art Center purchase a Small Employer HR package or equivalent service at a cost of up to \$2,300.** Motion seconded and passed.
3. **Marion County Fair:** County Fair staff presented an opportunity to participate in the County Fair in July. Lisa will get more details regarding our use of/access to the studio during the fair days.

Committee Reports:

- Budget. Dave reported staff costs are up from budget levels. He will revisit this after the fair when a downward adjustment is expected.
- Fundraising. Heather noted revisions have been made to Artisan Village and Empty Bowl sponsorship letters. She also noted the top three fundraising ideas to pursue are merchandise, ceramic sales at fairs and community art project.
- Membership. Jennifer thanked everyone for support and attendance at the March event.
- Marketing/Communication. Lisa placed an ad to market our kids' classes with the Howard Street Charter School, and submitted a reservation in Press Play for an Empty Bowls page.
- Safety/Facilities. Dana reported ten people at the March 23rd studio cleanup contributed 20 hours and got a lot done. She has written two general safety handouts, is conducting food safety tests on old glazes and is investigating nonskid paint. Dana welcomes health and safety input from others in the WAC community.

Meeting Adjourned at 6:55 pm.

Submitted by Claudia Hill
WAC Board Secretary, 2024

Approved

_____ Date _____

Sage Dunham, President

Parking Lot

- Increasing operational revenue
- parking lot issues – how to track
- Ideas for generating more revenue during the State Fair.
- Capital improvement plan

Calendar

May 8 -- Next Board Meeting @ 5:30 pm