

GVR Clay Studio of Green Valley MINUTES

Board of Directors Meeting March 18, 2016 Fiesta Room

The meeting was called to order at 9:02 a.m. by Julie Jacques, President.

Board Members present:

Julie Jacques, President

Jim FitzGerald, Vice President

Karen Hays, Treasurer

Tim Stewart, Assistant Treasurer

Sue Peetoom, Secretary

Ron Cox, Director

Gary Ballew, Director

Jeannie Stewart, Past President

Jack Ernest, Parliamentarian

Members Absent:

Tim Taff, Director

Kent Amerman, Director

The agenda was accepted.

The minutes of the February 19, 2016 Board of Directors meeting were approved.

Julie Jacques noted the donation of the black cylinders for display by Rita and Byron Roberts. They were sold for \$2.00 to members who wished to purchase.

Board Member Reports

Vice President Jim FitzGerald: Committees have presented their schedules a year in advance. All of 2017 is complete, with the exception of the Social Committee, which is still determining events.

Secretary Sue Peetoom: Nothing to Report.

Treasurer Karen Hays: Reviewed the financial statements. There is \$15,000 in reserve. Income is \$10,766. Equity \$65,905.15. 330 members as of the end of February.

Committee Reports

Education: No report.

Facilities: Jay Groothousen announced a new extruder has been requested to be purchased and the purchasing limit capital items was raised for this item. The Spring Cleanup is scheduled for April 24.

Finance: Tim Stewart announced the request for the “user friendly” extruder was approved and the item has been ordered.

Finance Committee is requesting that three people who do not work in clay but volunteer extensively be refunded their 2016 dues as a courtesy for their work – Mike Kearns, Jack Ernest, and Jon Otto. After discussion, Jim Fitzgerald made a motion: Out of respect for their service, the Clay Studio should make their dues optional and refund 2016 dues to Mike Kearns, Jack Ernest, and Jon Otto. Gary Ballew seconded, motion passed.

Discussion held on expenses and approval process in some areas such as for sculpture, hand-building, and wheel room. Jay Groothousen will go to the captains of each area, decisions will be made regarding budgets, and these will be a part of the Facilities budget.

A \$1000 limit was discussed regarding capital equipment. Julie Jacques announced that the \$1000 limit had been approved during the January 20, 2012 B.O.D. meeting, and thus was already in place.

A review of the Clay Studio books was done by Katy Casey. She presented a report to the Finance Committee, which was read by Tim Stewart. Her conclusion is that the financial system in place appears to be well designed and has adequate controls, with the Treasurer doing an excellent job and is responsive to requests.

Membership: Julie Jacques reported that Mike Kearns will continue to receive mail and do the E-blasts, etc., after January 1, 2017. Kathleen Richter and Coralee Hagopian are being trained to take over his duties regarding the membership records, and will do so January 1, 2017. Kathleen will handle the membership records while Mike Kearns is on vacation this summer.

Monitors: No report.

Supplies: No report.

Social: Jeannie Stewart reported Socials are not being well-attended, and the Committee is considering reducing events to the Open House, the Volunteer Luncheon, the November Annual Membership Meeting, and the Christmas Social. A decision will be forthcoming.

IT: Jack Ernest indicated there was nothing to report, but did mention that the three individuals who are being refunded the membership dues should still be retained in the Studio ID data base.

Bylaws: Lois Plante reported that plans are going forward to restructure the Policies and Procedures to make them clearer and more cohesive. She indicated she would welcome assistance with this project and also additional volunteers for the Bylaws Committee.

Member Comments

Jay Groothusen met with GVR regarding the drainage problems, frequency of cleaning out the clay traps, lighting in the hallways to the Electric Room and the back patio/Raku kilns, cleaning or replacing the A/C units. GVR seemed accepting of all the items discussed.

General discussion held regarding the drainage at the back patio.

Unfinished Business

New signature cards have been executed; however there are IRS requirements the Bank needs the Clay Studio to comply with, and these are presently being worked on; current accounts will be closed and reopened under the new name at that time.

New Business

Julie Jacques inquired whether instructions will be needed for the new extruder. Jay Groothousen said they will most likely be included with the equipment, but felt that there probably will be no need for them, as it is much more user friendly.

Meeting Adjourned at 9:27 a.m.

Important Dates:

April 2	Totem Tour 10 a.m. to 1:00 p.m.
April 7	Volunteer Lunch
April 15	Board Meeting 9:00 a.m. Fiesta Room