



Nourishing the creative spirit in everyone

**Board of Directors Meeting
Virtual Meeting via ZOOM
February 22, 2021 at 6:00 pm**

Minutes

Present: Courtney Terry, Sally Dallas, Charles Hillestad, Donna Sires, Stephanie Sherman, Kris Horn, Gail Watson, Val Blaha

Excused: Holli Wagner, Cassie Sollars

Approval of Previous Minutes (January minutes)

Action: Motion by Sally Dallas to approve minutes as submitted.

Seconded: Gail Watson. Vote taken: **Motion passes.**

Reports:

Financial Report... written Cassie

Kris: Cassie sent reports. Had gotten \$575 from FB. \$425 was from Holli's birthday campaign, and she wants it to go toward the website (2 years). Other donation went into General funds. Also had an unexpected \$500 donation from Ilsa Perse. Will also go into General Fund. It's likely that next year we'll have a good budget for scholarships. Waiting to hear from Cassie about end of year campaign (Yamhill County Cultural Coalition). Val asked if we know how much we took in from our membership mailing in December. Kris thinks we received over \$3000. We should ask Cassie for a report of membership breakdown.

Paper Gardens... Deb via Kris

Deb Weiner is waiting for Cassie to get back to her re: budget for Paper Gardens. Is applying for grants, etc. Paper Gardens celebration in May will be virtual instead of in-person.

Education... Courtney

Shared Google doc with contacts for scholarships. Will cross check some with Kris. Kris has sent to ASPIRE counselors, and they get them out, rather than sending them to all of the arts teachers. Kris gave a rundown about some of the places she has contacted. Question about how much we reach out to private schools. Sally asked about Spanish language for the application. Gail said that Deb W has someone who translates for Paper Gardens. Courtney will reach out. Kris: our timetable seems like it's on track. Looking forward to next year, when high school awards programs will hopefully happen in-person.

Membership... Val and Holli (and Steph!)

Val: Membership mailing. Due to time and other issues, we opted to send out a paper ballot to all members, along with a short letter. Asked for ballots to be mailed back by 2/28. Thank you to Gail and Kris for their help. Need to talk with Cassie about flow of info re: membership donations (names, amounts, etc.) In the past, once Cassie received membership money and info, she entered them in Quickbooks, and sent info to Membership committee. The committee will work with her to get that system going again consistently. Other updates: Holli is working with Sally on logins, passwords, and

transitioning to new website. Steph– working on list of local event pages relating to social media – where we post on and pull from, etc. Goal is to set up some automated content scheduling.

New Business:

#1: With regards to the election/renewal of board members: Due to getting our delayed timeline for return of ballots from members we will count ballots and announce outcome electronically in March and the board will vote on slate of officers via email at that time so we have this all done prior to March Board meeting

Membership was asked to mail ballots by 2/28. We will count ballots received through Monday 3/8 (allows a week for ballots to arrive after mailing deadline). Cassie offered to count the ballots, and Val will double check the count after Cassie finishes. Then Kris will email board with ballot outcomes, and we'll have an electronic vote on the slate of officers.

#2: Review & Discuss Capacity Building document

Val – summarized the timetable on the Organizational Planning document. It's a working document, and is open for input and edit as needed. She sent an email to the Board members today seeking some thoughts about organizational and personal goals. Will move forward on the various steps in the doc, including pulling together a SWOT analysis and knowledge audit over the next couple of months (with input from the board). We could work on updating the vision and mission statements at our board retreat, or before then, if we're ready to do so. Several board members expressed support of the planning document. Kris talked a bit about the last retreat (2014?) – 3-4 hours, at Treasurer's house, food, etc, had a facilitator, etc. The notes from the retreat can be found in the 2014 documents on One Drive. The vision statement was perhaps not crafted like more traditional ones. Val will continue working on the steps of the plan, and will seek input from the Board along the way.

Old Business: none

Meeting adjourned. Next meeting is Monday March 22 at 6pm on Zoom.