



VERMONT WATERCOLOR SOCIETY

BOARD MEETING MINUTES SEPTEMBER 2011

The following minutes are as complete as I could make them given we did not have a Secretary present. Thanks to Amanda for doing a good job. If you think there are things missing please let me know

We discussed a lot of very important agenda items. The majority of action items resulting from those discussions are time sensitive and need to be done soon if not sooner.

Be sure to read the minutes carefully and note those items you are responsible for and when. I will be contacting most of you in the next few days to assure you are on board with your commitments, that you understand what needs to happen and that you have the ability to get them done.

Thanks,
Jan
President, VWS



TOPIC	MINUTES	ACTION ITEMS	TIMETABLE ...to be complete	WHO
Minutes	<p>Opened: 9:30 Introduction Peter Land, candidate for Treasurer</p> <p>June minutes approved Approved</p>			
Treasurers Report Lois	<p>Projected revenues for remainder of 2011</p> <ul style="list-style-type: none"> o 2012 membership dues o Fall meeting fees <p>Projected expenses</p> <ul style="list-style-type: none"> o Fall meeting o Planning Meeting 	Prepare annual budget for Fall Meeting	10/15	Lois Jan
Quarterly BOD meetings	<p>Problem</p> <ul style="list-style-type: none"> o It is difficult at best to “keep our eye on the ball” between meetings o Driving distance is too far for some. <p>Proposal</p> <ul style="list-style-type: none"> o Investigate feasibility of having meetings remotely using conference calling and online meeting software 	Investigate and present solution at planning meeting 11/12	11/01	Jan



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<p>HUB NETWORK AMANDA & MARK</p> <ul style="list-style-type: none"> o Update o New Directors Position o Hub activities – open or closed or optional o Procedure for Hub expenses 	<p>4 Hubs have point people 3 Hubs are active</p> <p>Hub Director pro/con/responsibility/skill sets discussed Position APPROVED</p> <p>Summary:</p> <ul style="list-style-type: none"> o Bring discussion to the Fall Meeting for membership to discuss o Premise – should hub meetings be open – should hub activities be open – if limited space how to handle it being open o Agreement that no one wants to create a situation of clicks or create a feeling of exclusion <p>Tabled due to time constraints</p>	<p>Find Point People for Manchester Bennington (? Diane Bell) & Rutland (?Karen Gouchberg, Montpelier/Stowe. (Carolyn Shapiro</p> <ul style="list-style-type: none"> o Finalize job description & send to Jan o Prepare summary for Sept. newsletter – week of 9/19 o Prep presentation and breakout discussion for Fall Meeting 	<p>If possible, by Fall Meeting</p> <p>By 09/29</p> <p>ASAP</p>	<p>Amanda/Mark</p> <p>Amanda/Mark</p> <p>Jan/Amanda</p>



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PROGRAMS CLAUDIA Fall Meeting	Location, food, vendor secured Registration & membership 2012 secured Remaining details to be nailed down: <ul style="list-style-type: none"> o Program and program timing o Program content o Gift bags, raffle o Program book Add content to website for Fall Meeting <ul style="list-style-type: none"> o Registration form o Announcement Fall meeting activity <ul style="list-style-type: none"> o Painting with membership Prep for Volunteer awards Prep program book & print	Claudia Work out remaining details with Jan Hands on painting <ul style="list-style-type: none"> o Materials acquisition Paint and brush o Plan for how it will work 	Details nailed down by 10/05 ASAP By 10/15 By 10/15	Claudia Claudia Rebecca Jan Rebecca Amanda Jan
Communications DIANE Position Responsibilities	Four areas <ul style="list-style-type: none"> o Newsletter o Web - content oversee/? Do with new platform o Brochure - Project only o PR - use volunteer 	Complete job description – send to Jan for approval - put on web Summary key points for Newsletter	Diane Did we make any decisions here???	



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New Brochure	Selection of images to be announced at fall meeting	By 10/15 Send images and into to jan for program book	Diane and Amanda	
EXHIBITIONS REBECCA Chandler Status 2012 Outlook How to share the workload Open Shows	VWS will not hire or pay for bartender – no need for wine Chaffee – July – juried - VWS Annual Awards – DEFINITE Dartmouth Hospital – open show – Fall – DEFINITE Burlington ??? Mark and Rebecca will present a proposal for how this position and responsibilities should be handled so no one individual is overloaded with work All are in agreement that we have at least one	Notify Chandler Notify Peter J. of change in venue Notices on web and in newsletter Rebecca incorporate	ASAP ASAP ASAP 11/12	Rebecca Jan Rebecca (jan put on web) Mark & Rebecca



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	open show annually			
Exhibition Confusion	<p>There has been a good deal of feedback regarding the inconsistent rules, or rules not informed or over enforced. Communications about shows must be defined and consistent show to show. Prospectus must be available on web for every show. Must establish tight policy with enforcement for improper labeling on submissions Review of existing policy on prospectus must be reviewed, cleaned up and rewritten with the help of membership</p>	<p>Details not worked out at meeting Note to Rebecca: I would like to handle this as the facilitator of a Task Team. I would like you and 3 other member artists to be the task team. The task is to be defined along with timing.</p> <p>What do you think? We would hopefully do it remotely</p>		
Planning Session	<p>November 12 – all day – Randolph with location to be announced Mandatory attendance</p> <ul style="list-style-type: none"> o 	<p>Invitees from membership:</p> <ul style="list-style-type: none"> o Lisa Beach o Lyn Hoeft o Pam Dexter o Jeanne Thieme o Don Dalton o Cynthia <p>Molly</p>		JAN
Volunteers	<p>Volunteer of the year – two – Lyn Hoeft and Pam Dexter</p>	<p>Obtain award, Certificate & provide write-up for web and program book Also – short presentation on state</p>		Amanda



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		of volunteerism for fall meeting		