**Missouri Artisans Association**

**Board of Directors Meeting**

**November 11, 2016**

**10:00 AM**

**O’Fallon, MO**

**Respectfully submitted by Lee Richards, Recording Secretary**

**Next Meeting Dec 4, 10 a.m. 707 S. Oak St., Union, MO 63084**

**Present:** Kim Carr, Don Crozier, Michael Gaines, Carleen Johns, Peggy King, Nancy Koehler, Angela Krieger, Allison Norfleet Bruenger, Lee Richards, Angela Walleman

**Angela Called meeting to order at 10:15**

**Welcome New Board Members**

Introduction of members to new members. Marcia Menendez, Angela Krieger, Allison Norfleet-Bruenger

**President’s Report: Angela Walleman**

Have newer website and all board members will use their member account and will have access to the board documents in the board members only area.

Board Member contract needs to be signed, were passed out and monetary gift by board members was discussed. All board members signed and filled out the conflict of interest doc.

MAC Grant was received and bigger than it has ever been.

**Approval of Minutes**

Don moved, Nancy K seconded all approved.

**Treasurer’s Report: Don Crozier**

Handed out treasurer report. Now losing money but expect that will change when the dues start coming in come Dec. Dues will be spread out more since the inception of the new subscription model we have implemented. (See report at the end of these minutes)

**Event Committee: Don Crozier**

Don said that he and Loren Woodard had a BOMH tent set up at Fulton, Autumn on the Bricks event. There were 4 other BOMH members at the event. It is a newer event and fairly small, so traffic and sales were light. But it is a nice event.

Angela W said she has been asked to the children’s area of Festival of Little Hills, stipend of $3,000 is provided and would provide good exposure for the organization. Try and get volunteers. The space is in Frontier Park. The board thinks it might be a good idea but volunteers would be needed to work. She will think about it but needs to make a decision soon.

Lambert Airport Arts commission has approached for a BOMH event in the Meeting Place Gallery for 3D work only. It will be a lot of work, we install, and the show is for three months. Need to have a proposal by the 28th of November. Will receive a monetary amount which could range from $500 to $3000 for stipends to give our participants. The board agreed that the project was worth doing and Angela W will write proposal. We will need signage and graphics designed to send to the commission for them to use in promotional material. They create the banners, etc. We need to send examples of the type of art to be displayed. Lee made a motion to a move forward with the proposal. Allison seconded. All approved.

Art exhibit at Des Peres Hospital - four art organizations are represented. They are Art St Louis, BOMH, St. Louis Artists Guild, The Foundry Art Centre. There will be a catalog for people to pick and have an on line presence as well. April will be the next round. Angela W will do a piece for newsletter on Des Peres exhibit.

Silver Dollar City is looking for Missouri artists and craftsmen to provide work for a new venue. Kyle Sweatman of SDC contacted Lee at Sam Davisson’s suggestion. He would like to invite BOMH members to put work in a new SDC Craft Market that they are going to be opening next year. It will be seasonal, commission of 50% would be taken, and artists would be responsible for restocking and removing items when season is over. The board determined the best way for members to get this information is in an email blast sent out by Kim. Lee will ask Kyle to send the information to Kim who will send it in an email blast. The board felt it should be open to juried members only but we have no control over that aspect. It was pointed out that there are a lot of quality artists that are not juried. Lee will tell him know that a “juried members only” policy is highly encouraged. Lee will tell him that BOMH will send an email blast out to members with his contact information and they can contact him. (See content at end of these minutes)

**Grants Committee: Michael Gaines, Murielle Gaither**

Our MAC grand application was approved and the award was more than we have ever received, over $5,000. Lee’s signature was on this grant but we need to change it to Angela for next cycle.

The budget Michael provided for the Grant does not match our actual spending but doesn’t think that is a problem. He will have to trim some from his projected budget to meet ours before submitting to MAC next year.

MAC asked about the conference that was put in the budget but did not materialize. He told them that we have gone to a different format for the conference (biannual) and are having one day events in between. Since we have revamped the grant application, it is not centered around the conference so can be allocated as needed.

Michael brought Grant invoices for Angela to sign. He said it would expedite matters if he were to become an authorized signer for grant applications and/or invoices MAC. Motion was made by Carleen to give Michael the authority to sign grant applications and invoices, Lee Seconded and all approved.

**Communications Chair Report**

**Kim Carr - Newsletter, Social Media**

Think that having a strong Facebook page will help with getting member participation in events. We have over 2,000 likes and there is a lot of activity.

 **Facebook Data for BOMH**

 Current Likes 2,406

 129 Post this week

 Our largest audience is 24% Women aged 55-64

 Top Ranking viewing area is Columbia with St. Louis a close 2nd

Deadline for Newsletter is Nov 30. Angela will write Presidents letter and an article on the Des Peres Hospital Display.

Allison will do an article about Blooming Artists for Kim.

SDC contacted Kim saying the next year they want to change things with approaching artists, may secure 25 BOMH artists for that time period. Not sure what changes will be. They like artists to commit for the whole 6 weeks but have accepted people for as little as a week.

**Jury Committee Report: Nancy Koehler**

Lee & Nancy will work on getting this going and stick to a schedule for everything.

Will set a Feb 3rd deadline with notification of status, 2 weeks from then. We need to find jurors in the media that is to be juried plus at least one non-artist person, Michael volunteered to be a juror for this go. Need to make sure that jurors know that notes to artists are a priority.

Need to have Entry Thingy change some things on the form and it will cost $100. Changes will include a place for studios to put studio members’ names and change the word “Partner” to avoid confusion. Board thought this was a good idea.

There were several problems with the jury process including log in issues for jurors and timely information to participants.

It was suggested that we start collecting names of members willing to be jurors to make selection time less.

**Visiting Artists Report: Nancy Koehler**

PNC bank does Growing Up Great with under 5’s. We would like to apply to PNC for early education outreach by BOMH artists. We need to find out if we have artists who are willing to do this. Angela said that it is an extensive application process (18 pages?). Sees it as being a visiting artists program for under 5 age group. It could be different depending on the focus of the artist.

We have artists now and some have done visits. Can we pay them as we go now that we have the money? Peggy and Don thought it would be ok to pay as we go. We have $2,000 allocated for this project from the MAC grant. 7 or 8 expressed interest. She will put out another call later this month.

4 already done visits-

Barb Baily

Melinda Lotven

Mary Drastal

Kim Kenny

**New Business:**

**Budget & Fiscal Year Discussion and Approval**

The budget was discussed. A Motion was made to accept the budget as presented, it was seconded and all approved.

**Biannual Conference**

Murielle needs help with conference due to having a new baby and her upcoming show for Cape. Little has been accomplished since out last meeting in Cape Girardeau. Carleen Johns and Angie Krieger have taken on this project and are going to find out where we are at in the process. They will report back to the board with recommendations on how we should proceed.

Angela W. called for a special board meeting to work on the conference and it will be on Dec 4th , 10 am at Lee’s house, 707 S. Oak St., Union, MO 63084.

**Logo Use**

Peggy had a request for a digital juried member logo to use on a juried member’s website. We did not have a good quality one at the time, but now we do because of recent BOMH purchases. There was concern about how to allow our members to do this. It was decided that Peggy would draw up a “Permission Form” that outlines our directives for use of the logo. It was felt that most people are honest and will abide by the rules. This should be in the policy and procedures for future.

It was mentioned that MAC has a logo that they provide to put in promotional material and ask people to use it.

**Boone Historical Society Show**

When we had our last annual meeting at the Boone Historical Society, Peggy was approached by director for a possible show in the gallery. No details were given to her at that time.

Don will contact for further details and report back to board.

**Jeanne Scott-Zumwalt Proposal**

Clay artist, Jeanne Scott, is willing to donate 100 BOMH mugs to sell or give away as we see fit. The only thing we would need to invest in is the BOMH stamp that will be used. Motion made to accept Jeanne’s proposal and purchase stamp for mugs, Nancy seconded the motion. All voted for. Kim will follow up with Jeanne and let her know of our decisions.

**Old Business on docket but not discussed**

Members benefits listing

Professional development Grant

Membership conference scholarship.

**Meeting adjourned at 2:45 PM**

**Next meeting Sunday, Dec 4, 10 a.m. at Lee Richards, 707 S Oak St., Union MO 63084**

**Silver Dollar City Request**

Hi Lee,

Thank you so much for your willingness to help me with finding local crafters for our new Craft Market in 2017. Listed below are some tentative details that have been discussed that could be shared at your upcoming Best of Missouri Hands committee meeting.

* Goal – Find craftsmen in Missouri that would be interested in providing their crafts in our new Craft Market on a consignment basis.
* Details –  The product will be on a 50/50 consignment program. We will send a check once a month for the products that sold the previous month. The craftsmen will be responsible for stocking the product and keeping it inventoried. The initial consignment agreement will be based on a 3 month trial, so for any reason if Silver Dollar City decides the product needs to be pulled out, we will give the craftsmen one month notice before the product needs to be removed from the shop. Silver Dollar City will be responsible for running the shop. We will also be very involved in displaying each craftsman’s products. Each craftsmen will have a section of space to merchandise their products.
* Store Set Dates, Park Opening Date, and Shop Closing Date - We will need to have product in shop no later than March 6th, at the latest.  The park/shop will open on Wednesday, March 15th 2017. At this time the shop is expecting to transition into another shop concept for Christmas, so we most likely will need the craftsmen to remove their product from that shop on the dates – October 29th and 30th.

Over the next few months we will be seeking out craftsmen who’s products would fit well in this shop.  If you know of anyone that has a great product and this business model might work for them, please have them contact me. Listed below is my contact information.

**Kyle Sweatman**

Merchandise Buyer | **Silver Dollar City Attractions**

399 Silver Dollar City Pkwy, Branson, MO 65616

p: 417.338-3857

e: ksweatman@silverdollarcity.com

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**TREASURER’S REPORT 11-11-2016**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |  | **Last Year** |
|  |  |  |  |  |  |  |  |  |  |  | **proposed** |  | **FY2016** |  |
|  |  |  |  |  | **Jul 16** | **Aug 16** | **Sep 16** | **Oct 16** | **YTD** |  | **FY2017 Budget** |  | **Performance** | **FY2016 Budget (adopted 9/9/2015)** |
|  |  | **Income** |  |  |  |  |  |  |  |  |  |  |  | **Income** |
|  |  |  | **Events Income** |  | $ - | $ - | $ - | $ - | $ - |  | $ 500.00 |  | $ 760.00 | $ 700.00 | **Events Income** |
|  |  |  | **Donations Received** |  | $ 50.00 | $ - | $ - | $ - | $ 50.00 |  | $ 500.00 |  | $ 459.00 | $ 3,000.00 | **Donations Received** |
|  |  |  | **Grants Received** |  | $ - | $ - | $ - | $ 1,500.00 | $ 1,500.00 |  | $ 4,500.00 |  | $ 4,500.00 | $ 4,000.00 | **Grants Received** |
|  |  |  | **Jury Application Fee** |  | $ 300.00 | $ 50.00 | $ - | $ - | $ 350.00 |  | $ 500.00 |  | $ 775.00 | $ 300.00 | **Jury Application Fee** |
|  |  |  | **Membership Dues** |  | $ 810.00 | $ 185.00 | $ 805.00 | $ 570.00 | $ 2,370.00 |  | $ 22,000.00 |  | $ 22,410.00 | $ 22,100.00 | **Membership Dues** |
|  |  |  | **Member Gear & Sticker Sales** |  | $ 96.00 | $ 33.00 | $ 174.00 | $ 33.00 | $ 336.00 |  | $ 500.00 |  | $ 1,052.00 | $ 500.00 | **Member Gear & Sticker Sales** |
|  |  |  | **Misc. Income** |  | $ 0.93 | $ 21.19 | $ 2.27 | $ 0.73 | $ 25.12 |  | $ 100.00 |  | $ 227.24 | $ 500.00 | **Misc. Income** |
|  |  | **Total Income** |  | $ 1,256.93 | $ 289.19 | $ 981.27 | $ 2,103.73 | $ 4,631.12 |  | $ 28,600.00 |  | $ 30,183.24 | $ 31,100.00 | **Total Income** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **Expense** |  |  |  |  |  |  |  |  |  |  |  | **Expense** |
|  |  |  | **Contract Staff** |  | $ 2,000.00 | $ 1,000.00 | $ 1,000.00 | $ 1,000.00 | $ 5,000.00 |  | $ 14,000.00 |  | $ 12,000.00 | $ 14,000.00 | **Contract Staff** |
|  |  |  | **Dues Expense** |  | $ - | $ 75.00 | $ - | $ - | $ 75.00 |  | $ 100.00 |  | $ 100.00 |  | **Dues Expense** |
|  |  |  | **Insurance - nonemployee** |  | $ - |  | $ 1,485.00 | $ - | $ 1,485.00 |  | $ 1,485.00 |  | $ 1,485.00 | $ 1,500.00 | **Insurance - nonemployee** |
|  |  |  | **Legal & Accounting** |  | $ - |  |  |  | $ - |  | $ 50.00 |  | $ 50.00 | $ 400.00 | **Legal & Accounting** |
|  |  |  | **Licenses & Registration** |  | $ - |  |  |  | $ - |  | $ 50.00 |  | $ 20.50 | $ 100.00 | **Licenses & Registration** |
|  |  |  | **Exhibits Expense** |  | $ - |  |  |  | $ - |  | $ 100.00 |  | $ 1,668.27 | $ 1,000.00 | **Exhibits Expense** |
|  |  |  | **Events Expense** |  | $ 200.00 | $ - | $ - | $ - | $ 200.00 |  | $ 1,000.00 |  |  | $ 1,000.00 | **Events Expense** |
|  |  |  | **Meeting Expense** |  | $ 243.87 | $ - | $ 45.77 | $ - | $ 289.64 |  | $ 600.00 |  | $ 863.24 | $ 300.00 | **Meeting Expense** |
|  |  |  | **Member Gear & Sticker Expense** |  | $ - |  |  | $ 707.48 | $ 707.48 |  | $ 1,000.00 |  | $ 832.75 | $ 1,000.00 | **Member Gear & Sticker Expense** |
|  |  |  | **Postage and Delivery** |  | $ 85.75 | $ 9.70 | $ 19.70 | $ 31.20 | $ 146.35 |  | $ 200.00 |  | $ 152.62 | $ 200.00 | **Postage and Delivery** |
|  |  |  | **Printing and Reproduction** |  | $ - |  |  |  | $ - |  | $ 100.00 |  | $ 38.16 | $ 50.00 | **Printing and Reproduction** |
|  |  |  | **Visiting Artists Fees** |  |  |  |  |  | $ - |  | $ 2,000.00 |  | $ 2,000.00 | $ 2,000.00 | **Visiting Artists Fees** |
|  |  |  | **Other Miscellaneous Expenses** |  | $ 5.23 | $ 109.06 | $ - | $ 260.60 | $ 374.89 |  | $ 400.00 |  | $ 300.44 | $ 1,000.00 | **Other Miscellaneous Expenses** |
|  |  |  | **Website & Newsletter Expenses** |  |  |  |  |  |  |  |  |  |  |  | **Website & Newsletter Expenses** |
|  |  |  | **Website Consulting** |  | $ - | $ 1,200.00 | $ - | $ - |  |  |  |  | $ 626.00 |  | **Website Consulting** |
|  |  |  | **Website & Newsletter Expenses -** | $ - | $ 110.00 | $ - | $ - |  |  |  |  | $ 99.00 |  | **Website & Newsletter Expenses - Other** |
|  |  |  | **Total Website & Newsletter Expense** | $ - | $ 1,310.00 | $ - | $ - | $ 1,310.00 |  | $ 2,515.00 |  |  | $ 2,500.00 | **Total Website & Newsletter Expenses** |
|  |  |  | **Bank/PayPal service fees** |  | $ 32.82 | $ 7.99 | $ 28.75 | $ 30.94 | $ 100.50 |  | $ 500.00 |  | $ 542.45 | $ 500.00 | **Bank/PayPal service fees** |
|  |  |  | **Jury Expense** |  |  |  |  |  |  |  | $ 200.00 |  | $ 200.00 | $ 75.00 | **Jury Expense** |
|  |  |  | **Supplies** |  | $ 7.65 | $ - | $ 36.26 | $ - | $ 43.91 |  | $ 200.00 |  | $ 30.50 | $ 100.00 | **Supplies** |
|  |  |  | **Advertising** |  | $ - |  |  |  |  |  | $ 100.00 |  | $ 70.00 |  | **Advertising** |
|  |  | **Total Expense** |  | $ 2,575.32 | $ 2,511.75 | $ 2,615.48 | $ 2,030.22 | $ 9,732.77 |  | $ 24,600.00 |  | $ 21,078.93 | $ 25,725.00 | **Total Expense** |
|  | **Net Income** |  | **$ (1,318.39)** | **$ (2,222.56)** | **$ (1,634.21)** | **$ 73.51** | **$ (5,101.65)** |  | **$ 4,000.00** |  | $ 9,104.31 | $ 5,375.00 | **Net Income** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | **Bank Statement** |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **Total Checking/Savings** |  | $ 22,354.75 | $ 20,132.19 | $ 18,497.98 | $ 18,571.49 |  |  |  |  | $ 23,557.64 |  |  |