

Sun West Art Club
Advisory Council
Dec. 3, 2018

Call to Order by President, Karla Milinovich

Present: Karla Milinovich, Donna Davis, Carol Stannard, Nancy Hewes, Marcy Hjertstedt, Sherry Whitney, Lois Doty, Mavis Gagne, Sandy Kortan, Leslie Scudiere, Bill Seibert, Arlene Brunson, Peggy Simpson, Ricki Nordmeyer, Patricia Clark, Tim Janicki, Patti Hoffert

Council Reports -

- Nancy Hewes - computer changes.

Looking for outside website source with the ability to allow members to register for classes, workshops and renew membership. GroupWorks (currently a free site for us) is capable of allowing members to make charges on their credit cards for classes, etc. She will explore what is necessary for that set up. She will also connect with Bob Murray to create see what is needed for an outside website and with payment options.

Donna D. said there is a 3rd option - super SAS (photoclub using PayPal or credit card. Suggests that the computer chair (Peggy S.) explore the idea with the photography group.

Peggy S. Stated she is willing to work with anyone from other groups to explore these ideas.

Karla suggested that Peggy spearhead the work and report back to this group. Nancy will contact Bob Murray and give him Peggy's number.

SCW Rec centers currently host our website and they will not support any payment options for clubs. If we want the website to allow for payments of registration and club membership, we will need to have an outside website source.

Peggy will examine and create a document for the top 4 or 5 websites and get the document to the Board.

The Council agreed that we need to make it as easy as possible for our membership to find and pay for the classes. It's important that the site be a key system of communication with the membership group.

- June Bavlnka - Membership 326 members currently. Question about the Try Me classes converting to membership. Are these classes effective for bringing new members? Patti H. Is creating a spreadsheet of all the names of people who have taken Try Me classes and will find out how many develop into memberships.

- Bill Seibert- Inventory for library books done and we don't seem to have lost many books this year.

- Library Gallery - Tim Janicki. Next new gallery exchange is Jan. 14/15

January 14 intake

January 15 hang new show, pick up old work

March 11 intake (including ribbon winners from Art Show)

March 12 hang new show, pick up old work

Tentatively looking at April 29-30 for the last spring changeover.

Tim needs assistance. He will be gone after the April exchange. If no one steps up to help, the art used in April will stay up in the Library until fall.

- Registrar -Ricki Nordmeyer. She has set the first and third Wednesdays of each month for doing registrars work for classes/workshops.

Currently, the Members vs Guests is not clear on the computer printout. Mistakes are being made by members/guests regarding name spelling and/or rec card numbers. Need for a door monitor to be sure to sign-in every person coming into the room. Computer language needs to change to "guest" rather than non-SCW resident. Mavis will talk to the gentleman helping us with the computer about changing the language for clarity.

Discussion of Monitors - their purpose and importance of helping the members accurately record their rec numbers, confirm lists for classes and workshops.

There was a lengthy discussion about our use of monitors, how difficult it is to get them for every session so students and/or teachers aren't interrupted, and how vital they are for the oversight of correct recording of visitors and members in attendance.

It was suggested that we create a spot for the monitor to sit and help teach people how to check in and access information about the club. Perhaps 2 monitors would be necessary if teachers needed one to assist with the work of the class.

It was pointed out that the role of the monitor (according to SCW Rec Center rules) is to provide safety for the club during their time on duty. SWAC has modified that definition over time to include assisting teachers.

Ideas:

Positive "gift" for people (drawing) for those monitoring each month. Try to encourage the membership to monitor.

Physically change the room to establish a place for monitor to sit.

- Patricia Clark - website. Rec Center training with very good with good support. Going well right now.
 - Name Tags -Arlene Brunson - **No Gift certificate for Christmas party.**
 - Computers - Peggy Simpson - Gail Winter has renewed our software for the year. Extra \$10 to be able to use on 5 computers. Microsoft Office 365 Home subscription for a total of \$85.03 including tax.
- Rec Centers are in the process of rewiring all of their rooms to provide better internet system support.
- Education Committee - Donna Davis and Carol Stannard. Saturday enrollment for winter/spring went well. It was efficient and the committee members participated.

- New Member Orientation - Mavis Gagne -

Mavis rewrote the curriculum for the new members and condensed it down. She passed out copies of the draft of the new curriculum and asked those interested in reading it and giving input to please do so.

She stressed that the decisions we make concerning monitors will have an impact on several of the Advisory Councils teams. It needs to be addressed by several people in leadership and not seen as an isolated issue. The work of the club is so interconnected and there should be multiple voices to find solutions to this problem.

Nancy stated that in the 2019 year, there will be some regrouping and reorganization to deal with the problems concerning monitoring. Key representatives from computers, monitor training, education committee will meet to discuss problem solving.

- 2019 Art Show - Sherry Whitney - Budget proposal for the 2019 Art Show (see handout)

Friday evening reception rather than Sunday at the end of the show.

Yard Signs purchased last year. This year's budget reflects new plexiglass pieces that were broken last year.

Awards cost increased slightly. Last year there were left over rosettes from the previous year and that helped keep costs down.

Panel rental went up \$250 but we're renting them for an extra day this year. We obtained a very good price - \$10/panel.

Coffee/Tea service - \$25/set up

Donuts - last year purchased by Barbara Young but this year in the budget.

Artist's Reception and Award Ceremony - This year, the decision is to have a Participating Artist Event rather than an "end of show" reception.

This should cut down on chaos and focus on the specialness of participation. Wine will be served with appetizers and the club won't rely on members to provide food.

Income - encouraging beginners to enter so the committee is hoping for 100 entrants this year.

Question - any program on Friday night? Best of Show award will be announced Friday night. People's Choice Award will be given in each of the categories and given at end of the show on Sunday. The Silent Auction will run both days and shut down early on Sunday for payments and art pick up.

Motion - Lois Doty moved to ok the proposed budget for the Art Show with some added flexibility in the budget for the Reception. Seconded by Marci H. and approved unanimously by the body.

Nancy and Marci asked for a list of Advisory Committee members. New Board coming on in January are - Nancy Hewes - President, Marci Hjertstedt - Vice President, Judy Blankenship - Secretary, Jim Conrad - Treasurer.

The Council thanked Karla for her great leadership during her tenure.

Motion to adjourn - moved and seconded. Meeting adjourned 2:15

Respectfully submitted,

Patti Hoffert
Secretary