

**Skagit Artists Board of Directors**  
**Meeting Minutes**  
**January 10, 2019**

The first 2019 meeting of the Skagit Artists Board of Directors commenced at 2:56 p.m. in room 309 at the Skagit Co-op Building. Board members included:

Mechel Bell  
Stephen Cheng  
Sarah Dalton  
Gary Giovane  
Monica Jaress  
Sheila Johnson  
Ron King  
Jennifer McGill

With the quorum established, the elections of president and secretary for 2019 were held. Gary nominated Sarah for the office of president. There being no other nominations, a vote was cast, and Sarah was elected to that position. Gary nominated Sheila for secretary. There were no other nominations, and Sheila was elected to that position when the vote was cast.

Sarah suggested a fixed schedule for the Board of Directors' meeting, and all agreed the first Thursday of each month, from 3:00 p.m. – 5:00 p.m. would suit the Board. The next meetings will be Feb. 7 and Mar. 7. Sarah will determine if the Co-op meeting room will be available.

There was discussion about the notes taken at program meetings and minutes taken at BoD meetings. Currently Sheila drafts the notes/minutes and sends them to the meeting facilitator for approval before sending them to the membership. The Board was not interested in having the minutes read and approved at the following BoD meeting because the program/creative planning meetings are scheduled in between. Sarah proposed that the BoD minutes be more formally drafted and reviewed by the entire Board of Directors, with additions and corrections emailed directly to the secretary. After a review period of 3 days, all remarks will be incorporated, and a final version will be sent to the webmaster for publication on the website. The November BoD minutes were approved.

The program schedule needs to be set for the year and posted on the website. Mechel will get input from members of their program interests and schedule the speakers/presenters. Monica will provide her with a list of those who have volunteered for programs.

Gary volunteered to lead the upcoming Creative Planning meeting. Items for his agenda are:

- Introductions
  - First-time attendees
  - Everyone else
- Announce that BoD minutes are available on the website
- Seek volunteers for MoNA installs/deinstalls
- Talk about the NWAB Call deadline
- Jennifer will talk about Art Bash
- Mention possible future developments for Arts Alive
- Remind members that memberships are due

- Creative Part – Break into 4 groups to solicit ideas about:
  - Program Meeting Ideas (Mechel)
  - Art Bash (Jennifer)
  - New Ideas (Gary)
  - Community Outreach (Sheila)
- Discuss art brought for showing
- Draw 3 for the Featured Artist page on the website

Regarding membership fees: it was moved by Gary, and seconded by Sheila, that the fees must be paid by March 31, 2019 to prevent artists from being removed from the member list. The motion passed.

Monica discussed the year-end Profit & Loss statement and other financials. The insurance premium has not been mailed yet, and Rick Hoag wants to meet with the agent to make sure Skagit Artists isn't over-insured. The Board approved her mailing the check to the Mount Vernon Chamber of Commerce for a 2019 membership. Monica suggested that we pay Ron King for the work he does, and has done for several years, as SA webmaster. It was determined that the RFP/RFQ process could be bypassed since there is no opening for a webmaster. Gary moved, and Monica seconded, that Ron be given a fee of \$50 per month for his work as webmaster. The motion carried.

Also discussing financials, Sarah spoke about the Northwest Art Beat Studio Tour budget. Gary moved that the Board accept the budget 'as-is', and Jennifer seconded it. It passed. Sarah mentioned that Stephen Cheng will be developing the NWAB website and brochure this year for a fee of \$1,500. He was chosen after RFPs solicited expertise in those areas. Studio Tour applications are slow, but the group shared optimism that last-minute sign-ups will make for a robust tour.

Sheila distributed information about fulfilling our grant requirements with data and sharing information more readily to take the grant writing process to a new level.

Gary suggested new member names be highlighted on the website.

At the Feb. 7 meeting, Marie-Claire Dole and Maria Wickwire will be invited to share the "New Membership" process and communications with the Board. The previous Board thought additional volunteers (2) may ease demands on Marie-Claire and Maria, as well as provide vacation/travel coverage of their responsibilities.

Sarah and Jennifer will work on a membership card design for Board approval. Monica suggested purchasing Skagit Artists business cards for Board members to use when conducting SA business. That idea received positive support.

The meeting adjourned.

Respectfully submitted,  
Sheila Johnson, secretary

**Tabled from January 10, 2019**

- If, and when, business licenses should be required of members.