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April 16th 2020 (Part 1)

This meeting took place on Zoom, online conferencing.

Those present:

1. Raf Bedia
2. Jeanetter Bowker
3. Charlotte Chan
4. Alisa Colpitts
5. Linda Correll
6. Sue Hossack
7. Betty Moore
8. Robi Sallee
9. Lois Stephens
10. Gerri Young

Nancy Norton was unable to attend.

The meeting was called to order at 2:03 p.m.

Charlotte introduced the new Board members: Alisa Colpitts, Linda Correll, Betty Moore and Sue Hossack.

Secretary's report: Sue Hossack

The minutes of the last two meetings were considered, since the last meeting, the annual meeting, was not also a board meeting. The minutes were approved.

Treasurer's report: Jeanette Bowker

(See Appendix A below).

There was a new item of \$2000 discretionary funds, which can be used on an ad hoc basis rather than needing board approval for small amounts.

The treasurer's report was approved with an amendment of \$500 expense for the outreach school program led by Betty Moore.

Workshops: Alisa Colpitts

The June workshop with Dani Janov is being postponed, hopefully until August. We may not be able to use Warm Hearth at that time so another venue may be needed. Possible options are the Hahn Garden pavilion, The United Universalist Congregation, Slusser's Chapel Church of God on Mt Tabor Rd, and the Quaker Meeting house on Mt Tabor Rd.

The Keiko Tanabe workshop in October is still going on as planned.

Linda reported that there will be no outside portion to Simply Elemental.

Programs due to Colvid-19 outbreak: Sue Hossack

- Zoom for meetings including Bylaws review, Board meeting.
- Gerri started Facebook album for Art During The Seclusion, Sue added some of the pictures to the web page gallery. Sue set up an Art Challenge Facebook group with a daily topic.
- Doodle Poll has been set up to vote on bylaws and a webpage to explain it.
- Linda and Sue created a meeting process handout, with amendments for Zoom
- Shared docs on GoogleDrive (handbook, bylaws – all formatting corrected) The bylaws will need to be amended when membership vote has been taken. All future editing should take place in this version.
- Changed calendar and website to reflect various cancellations.

Bylaws – need to be sent to membership.

Gerri pointed out a place in the bylaws where it specifies 'the region' which might be too limiting. Linda will fix this to read 'the region and beyond'.

Membership report: Raf Bedia

(See Appendix B below).

Charlotte requested that renewing members get an acknowledgment email when they renew, in addition to new members getting a welcome email.

Raf also gave a demonstration on the Google contacts and Gmail account he is using to manage membership. Sue indicated that it wasn't really good practice to have multiple

signins to the Gmail account with everyone using the same password. There is confusion as to who monitors the account; and who sends out emails. She suggested looking into the business account that Google offers instead of using what is basically a personal account.

There were issues with using the Zoom account, including a 40 minute limit on the meeting time. Alisa suggested we look into paying for a Zoom account which will remove this limitation.

Action Items

Charlotte C: bylaws vote to be sent to membership.

Alisa C: investigate paid Zoom account.

Sue H: investigate Google business account for multiple email use.

Linda C: Add 'and beyond' to wording of bylaws.

Raf B: renewal acknowledgement email.

The meeting was closed at 3:32pm

It was agreed to continue the agenda next week on Thursday April 23 at 2pm.

April 23rd (Part 2)

This meeting took place on G Suites online conferencing product 'Meet'. It followed the continuation of the agenda from last week.

Those present:

1. Raf Bedia
2. Jeanetter Bowker
3. Charlotte Chan
4. Alisa Colpitts
5. Linda Correll
6. Teri Hoover
7. Sue Hossack
8. Betty Moore
9. Nancy Norton
10. Robi Sallee

11. Lois Stephens
12. Gerri Young

The meeting was called to order at 2:05 p.m.

Charlotte introduced the new member, chair of Marketing and Public Relations, Teri Hoover

The question of high school project in the budget was clarified – a line-item of high-school projects was added, but the total for Sponsorships would remain at \$1000.

Action Items from last week

Charlotte C: bylaws vote to be sent to membership. **Done**

Alisa C: investigate paid Zoom account. **No longer needed.**

Sue H: investigate Google business account for multiple email use. **Done:**

We have been approved for G Suites for Non-Profit, which will give us email addresses of the form name@blacksburgart.org, and other options. Sue is preparing a report on this to be sent out in the next week.

Linda C: Add 'and beyond' to wording of bylaws. **Done**

Raf B: renewal acknowledgement email. **Ongoing**

Community Gallery report: Nancy Norton

Due to the coronavirus stay-in-place, there were no change-outs at any of the galleries on April 15th. The committee has decided that the exhibitions will stay in place until the July 15th deadline, rather than change over whenever the stay-in-place is lifted.

There was a discussion of the Nadine Allen Fund. Very few people know what this fund is for, so it was suggested that there be an article in the newsletter. The fund supports the NRV Biennial exhibition. Jeanette was asked to furnish details of monies for the fund for 2019.

Bylaws

We currently have 33 votes in favor of the new bylaws. Sue proposed that a reminder be sent out to get more people participating, and pointing out that some minor changes in wording had been done, without changing the structure. Linda will work on a handbook format so that each committee will produce an entry with the same kind of data (e.g. location needed, activities, special equipment, etc.)

Luncheon speakers – Robi Sallee

We have had to cancel the monthly meetings, because of the coronavirus situation. It was suggested that we look into the possibility of having an online (Meet) meeting, with either show and tell, or Robi would ask Vera Dickerson if she would be willing to do an online presentation. There is a need to keep membership engaged in some way.

Public Art

Charlotte mentioned that Diane Relf was interested in participating in the Public Art committee and/or getting sponsorship for her various Windows Projects. Linda reported that she and Sue are working on a Proposal Form to be used when requesting sponsorship of projects which would give details of how the project is to be accomplished (e.g. labor, equipment, not just financing). Linda felt that the people heading up projects would be considered committee members.

Linda reported that Simply Elemental will be in virtual form this year, details are being worked out.

Charlotte reported that she had spoken to the Mayor about BRAA working on decorating benches. The Mayor declined the offer: the benches cost \$650, they would have to be maintained, and she felt decorated benches would be too tempting for people to steal.

The Mayor did point out that she has a number of old ROTC uniforms that were found at Cooks Laundry, and wondered if they could be used for a project somehow. Perhaps we should send out to the membership to see if anyone is interested?

Alisa reported that a Master Gardener friend had reached out to her regarding painting a mural on the side of a building in Pulaski. She would send the proposal to Sue.

Old business

There was no old business to be discussed.

New business

Jeanette reported that as far as she could ascertain from Brown Insurance, board members were covered, and they would not personally be involved if a liability issue arose.

With all the changes in bylaws and committees, the newsletter committee was asked to produce an article on the new committees and ask for volunteers. Since it is difficult to interview people at the moment, this was seen as a good topic for the next newsletter.

Action items

Sue H – send out reminder to vote

Linda C – handbook template

Lois S – newsletter article on Nadine Allen Fund, new board structure and committees, request volunteers.

Jeanette B – Nadine Allen Fund financial data

Robi S - contact Vera regarding online meeting

Alisa – send details of mural project in Pulaski to Sue

? see if membership has ideas for using ROTC uniforms

The meeting was closed at 2:56pm

Respectfully Submitted

Sue Hossack

Secretary.

BRAA Budget			
Budget Totals	2019- Actual	Estimated2020	Actual
INCOME			
Membership	\$2,885.00	\$3,000.00	
Workshops	\$1,185.00	\$2,000.00	
Community Galleries	\$3,000.00	\$2,850.00	
RESERVES		\$2,000.00	
Donations	\$140.00	\$150.00	
Nadine Allen Fund	\$715.00	\$715.00	
Biennial Awards Donations	\$600.00		
CAFÉ! biennial entries	\$3,518.00		
TOTAL INCOME	\$12,043.00	\$10,715.00	
EXPENSES		\$4,500.00	
SCC	\$25.00		
Rent	\$3,600.00		
Insurance	\$560.00		
DBI	\$50.00		
WORKSHOPS			
Quilting Instruction	\$600.00		
Warm Hearth Quilt, rent & food	\$730.00		
THEME SHOW			
Assistant	\$1,351.00		
Reception food	\$122.00		
BIENNIAL			
Biennial material & awards	\$3,235.00		

PUBLIC ART		\$1,000.00	
Simply Elemental materials	\$49.00		
Window project materials	\$913.00		
SPONSORSHIP		\$1,000.00	
Student awards	\$100.00		
H'arts on Main materials	\$250.00		
High school Programs			
DISCRETIONARY		\$2,000.00	
Warm Hearth Gelli, rent & food	\$437.00		
Childrens Museum	\$1,000.00		
OFFICE EXPENSES		\$1,500.00	
Accountant	\$200.00		
Website	\$47.00		
POB	\$136.00		
New Scanner	\$136.00		
BRAA sign at TAL	\$188.00		
Annual meeting Hahn rent	\$50.00		
Misc (print, postage, office supplies, art spot speakers, lunches	\$475.00		
TOTAL EXPENSES	\$14,254.00	\$10,000.00	
Difference		\$715.00	

As of 4/14/2020, BRAA Member count BY PERSONS is 111 an increase of 8 over 2019

Individual 68
Family - 33
Club 80 - 16
Student - 1
Supporter - 1 (insist on only being a supporter)

Note: Quantities do not add up because some PERSONS are associated with multiple membership types (for example: Club 80 and Family or Individual).

ACTIVITIES:

- a. New Members - 13 received **welcome** email
- b. Non Renewal 2019 members (17) were contacted via email - 9 renewed membership.

BRAA DATA Status:

BRAA Google Contacts (database) contains 282 entries of persons/businesses associated with our association.

Google Contacts application

- is to be edited to update contacts (AFTER logging in to the BRAA account)
- is searchable for contact information
(Gallery contacts, Other Art associations, previous members ~5yrs, etc.)
- automatically collects information from BRAA Gmail and Google Maps

Google Contacts can be used from **BRAA Gmail** to easily send mail to individual or groups

Google Contacts is backed up at least every other month (or after significant activity) in Google Drive folder (.csv format). This file can be used to restore all data to that point.

ALL 2020 application forms are stored in BRAA Google Drive(in 2020 Membership/Applications)
and can be easily examined by membership name (PDF format).

OBSERVATION:

We have very FEW Student members (ONE) and probably few <30 yrs old. We need to increase our diversity.

Request a board VOTE on guidance how to increase our Student Memberships. A detailed proposal on chosen recommendation(s) would be presented at the next meeting.

- a. Grant one FREE Trial year to college students
- b. Internships - trade membership for work done for the BRAA
- c. Offer full time ART teachers free membership
- d. prepare virtual workshops for students only

Raf Bedia
Membership Chairman