

The Handicraft Club Board Meeting

November 18, 2019

Members Present: Amabel Allen, Kit Barnum, Sara Carcieri, Lisa Churchville, Kate Farrington, Fran Gammell-Roach, Janet Jagger, Margaret Lederer, Liza McCahan, Trish Poirrier, Mary Reineman, Heather Roberts, Marilyn Shealey, Helene Shapiro,

Members Absent: Bobbie Binder, Lisa Churchville, Jay Connelly, Deb Drinker,

Guest Attending: Janice Panoff

The meeting was called to order at 11:10 am by President Fran Gammell-Roach.

The Secretary's Report was accepted as submitted.

The Consent Agenda, containing reports from the **Giving Societies, Investment Committee and Building and Grounds Committee** was accepted as submitted.

Programming Committee: Trish Poirrier reported that the October 31 trip to RISD was enjoyed by attendees and that the guides were excellent. This coming Friday will be the first "Meet the Teacher" program. Helene Shapiro reported that plans for the Holiday party were progressing.

Class Report: Fran read the report prepared by Deb Drinker, noting the comparison between the November 2018 and 2019 numbers: 2018: 71 members took 124 classes; 2019: 69 members took 129 classes.

Treasurer's Report: Sara Carcieri noted that the Club is running ahead of budget in revenues but behind in expenses. This is partly due to extra tuition from roll-overs while teachers' salaries have not been fully paid. She noted \$2000 has been donated to the Giving Societies while \$21,000 has been withdrawn for improved lunchroom tables and chairs. Mary Reineman reported that she had met with the Club's accountant about setting up a retirement savings plan for staff. The Club's contribution may be matched by the employee if desired. New employees won't be eligible for this benefit until they have been employed for a year. The following motion was proposed by Mary and passed unanimously:

That the Club set up an IRA account as a retirement savings plan for the office manager, Rebecca Siemering. The Club will contribute \$3,000 annually, with a \$1,500 contribution in the 2019/2020 fiscal year.

The Treasurer's Report was accepted as submitted.

President's Report: Fran reported that many of the books in the library contain mold. Alice Beckwith has been working to remove the mold, but it has not been as effective as she would

like. Alice and Bobbie Binder will work on this in December. Some books will be dispersed to the appropriate classrooms. Alice and Bobbie will also work to determine which books are worthwhile to keep. Fran also reported that when she gave a tour to a new member, she was pleased to see the friendly and excited atmosphere in the classrooms. Members' works will now be displayed in areas of the club on a rotating basis. Barbara Rosenbaum will lead this effort.

Truman's Trolley: Fran suggested we continue with a reduced fee for carpoolers who are not parking their own car but are using the trolley. The following motion was made and passed unanimously:

That the carpooling fee of \$80 be continued for the winter session for those members using the trolley but not parking a car.

New Ideas:

1. The trolley will be free for the first week of classes in January to encourage ridership.
2. Brewed coffee and tea will be free for members during the winter session. The Keurig will still be available for those who prefer it.
3. Trish will spearhead a chance for members to gather by offering "coffee, cookies and crafts" on Tuesdays from 10:00 am to 2:00 pm. These will be hosted by board members.
4. Margaret Lederer suggested the club participate in a community service project where hats and scarves are knitted for children. This was well received.

Communication Committee: Amabel Allen and Liza McCahan gave the following report: They plan to reduce the emails sent weekly to bi-weekly as they feel the members are not reading them. The board concurred with this suggestion. The Club now has an Instagram Account. Photos sent to Liza will be posted. The Club also has a Ravelry group. A new bulletin board has arrived and will be placed on the old "phone closet" door. They are considering including a column in the quarterly newsletter which might be titled "Did You Know?" containing fun facts about members. Amabel and Liza are considering using name tags in classes and are looking into various way to make and use them. They would like to engage a website consultant to improve the use of email blasts to the members. This suggestion was agreed to by the board.

Membership Committee: Kate Farrington said the name of one potential member, Judith Brott, would be posted. The following motion was passed unanimously:

That the name of potential new member Judith Brott be posted.

The name of a new member, Alison Gale, has been posted for a month and she is now available for membership. The following motion was passed unanimously:

That Alison Gale be accepted as a new member of the Handicraft Club.

Kate also reported the following membership updates:

1. Marjory Sluter has paid the fee to take a leave of absence from the club.
2. Judith LaFage has withdrawn her membership as she is no longer able to use the club.
3. Pat King has asked to withdraw her membership without having taken a class. A change in her life circumstances means she can no longer use the club. The following motion was made and passed unanimously:

That the Club refund all finances paid by Pat King in consideration of her life circumstances.

Exploration Task Force: Margaret Lederer reported that 155 members had responded to the second survey sent out by our consultant Martha Torrance. Responses will be quantified in such a way as to show members' preferences. There have been two focus groups held to date, with both 15 and 17 members attending. Breakout groups were organized to gather information and then suggestions and responses were collected. The effort was to establish what information would be needed for the task forces going forward. On December 10 a presentation will be held during which Martha will explain the results of the surveys and focus groups and make suggestions on how the Club might move forward.

The board entered an executive session at 12:33 pm.

The following motions were made and passed unanimously during the executive session:

To accept all new policies as printed in the current handbook.

To accept the value statement as amended.

To adopt the membership conduct statement.

The meeting was adjourned at 1:09 pm.

Respectfully submitted,

Marilyn Shealey, Recording Secretary