

# Handicraft Club Board Meeting

**Date: June 17, 2016**

**Members Present:** Jen Auber, Sallie Barker, Kit Barnum, Alice Beckwith, Sharleen Bowen, Rhea Brooks, Margie Edwards, Fran Gammell-Roach, Izzy Goff, Raya Goff, Shirley Hardison, Jozy Mainelli, Nancy Moger, Marilyn Shealey, Trish Sylvester, Sally Whitin, Judy Wilson

**Members Absent:** Lisa Churchville, Margaret Lederer, Smudge McVickar, Patricia Poirrier, Helene Shapiro

**Meeting called to order at 10:05 by Nancy Moger, President**

**Secretary's Report: Judy Wilson** (no report)

**The Minutes of the May 17, 2016 Board Meeting were unanimously approved.**

**Treasurer's Report: Trish Sylvester** (verbal)

- Revenue from both initiation fees and tuition are lower than budgeted, but expenses to date are also less, so the net effect is an \$11,000 surplus. This gets moved to the General Fund at year's end since as a 501 (c) (3) corporation, we shouldn't show any profit.

- Kitchen expenses are roughly the budgeted amount, but revenues aren't much more than half that. Class scheduling will be revised next year to increase lunchroom usage on Monday and Tuesday. Since Kitchen expenses include general house supplies and part of the costs of special events, perhaps expenses and revenues should not be expected to balance, even though the budget currently shows them both at \$8,500.

- Repairs are considerably under budget, since most were quite major and were therefore paid out of the General Fund, not the operating budget.

**The May Treasurer's Report was accepted as filed.**

**President's Report: Nancy Moger** (See Annual Report)

**1st VP Report: Jozy Mainelli** (filed electronically – also Annual Report – and verbal)

- Committee heads have provided input, so the strategic plan chart has been updated, and the roundtable topics for discussion at the Annual Meeting have been prepared.

- 9/21 is the suggested date for the Board Retreat.

**2nd VP Report: Smudge McVickar** (See Annual Report)

**Corresponding Secretary's Report: Raya Goff** (See Annual Report and verbal)

- 21 condolence notes were sent this year, though there were few member deaths.

**Finance Committee: Trish Sylvester** (written & verbal & Annual Report)

- **MOTION to allocate the ca. \$5,900 Preview Party profit for the Tynietoy dollhouse cabinet was unanimously approved.**

- **MOTION by Margie Edwards to combine the water main repair and contiguous site stabilization work, and to allocate up to \$125,000 from the Endowment and/or General Funds for these projects, was unanimously approved.**

- This will necessitate taking the allowable annual draw of ca. \$50,000 from the Endowment. (Hopefully, insurance, grants and gifts will reduce the amount of capital needed from our own funds.)

- Additional urgent projects to be funded include: library restoration - \$16,716 and kitchen counters/shelves - \$3,000.

- In the future, the Treasurer's Report will include information about all receipts/expenditures to and from the Endowment and General Funds.

- Board members were asked to call members whose dues are unpaid (though some difficulties with mail delivery and computer data could have created errors).

**Outreach: Jen Auber** (no report)

**Class Report: Lisa Churchville** (no report)

**House Report: Kit Barnum** (no report)

**Garden Report: Sally Whitin** (no report)

**Membership Report: Sallie Barker/Izzy Goff** (filed electronically)

- The dues-paying membership stands at ca. 419 as of 6/1/16, plus 3 emerita.

- 7 new candidates will be voted on by email over the summer: Susan Novich, Kim Zwetchkenbaum, Trish Sitcoske, Holly Smith, Heather Hahn Fowler, Joyce Fennell and Ava Andreoni.

- A letter will be sent to members who resign about how to become reinstated.

**Investment Report: Margie Edwards** (electronic & verbal)

- New information about the General and Endowment funds, and various financial/investment policies will be added to the Membership book, including the proposed policy changes from the 12/15/15 meeting re: the dues bylaw change.

**Societies Report: Fran Gammell-Roach** (verbal)

- Sally DeSimone just made a Beckwith Society gift, making the total 7 this year.

**Historian's Report: Alice Beckwith** (filed electronically)

**MOTION by Alice Beckwith to do an on-line appraisal of the stove in the library and then offer it for sale to members, antique dealers, etc. on our website and others was unanimously approved.**

**Program Report: Trish Poirrier** (filed electronically)

- Nancy reported that Trish obtained the Art Club for us for the Annual Meeting, and prepared the flowers.

- Once Melissa Powers provides grant parameters to Rico Santi, to help him prepare precisely what's required for our best chance to succeed, he'll complete his estimate.

**Tynietoy Heritage Fund: Margaret Lederer** (no report)

**Parliamentarian Report: Sharleen Bowen** (no report)

**Nominating Committee Report: Marilyn Shealey** (no report)

**Old business:** Many Action Items have been completed!

**New business:**

To improve attendance at the Annual Meeting, it was agreed to have a speaker or other program of interest next year, and to consider a September date, rather than before our fiscal year is over in June.

**Meeting adjourned at Noon,**

**Respectfully submitted,**

**Judy Wilson**

**Recording Secretary**

**Action Items - Carried over from 6/16/15 meeting**

12. Upstairs storage cabinets. **House**

16. Set a date for the Jessie Knight Fund committee. **Societies**

**Carried over from 9/23/15 meeting:**

6. Put teacher bios on website. **Class**

9. Check feasibility of lunch tables in the garden (spring) **House**

**Carried over from 10/20/15 meeting:**

4. Find a full-time baskets teacher. **Class**

**Carried over from 2/16/16 Meeting**

7. Once living room chandeliers are re-wired, hire electrician for dimmers. **House**

8. Once we have an estimate, pursue grants for chandelier restoration. **Program, House**

**Carried over from 3/15/16 Meeting**

4. Proceed with a new 'fridge, renovation and painting of the Caterer's kitchen. **House**

**New from 5/17/16 Meeting**

4. Email members re: the on-going plan to create "one comfortable room." **Kit, Jen**

6. Obtain the documents required to seek grants for the stabilization project. **Garden**

### **New from 6/17 Meeting**

1. Call delinquent members about paying their dues. **All**
2. Add Financial policies to next year's Membership book. **Investment**
3. Sell stove from the library. **Library**