

The Handicraft Club Board Meeting

November 16, 2018

Members Present: Kit Barnum, Alice Beckwith, Bobbie Binder, Sharleen Bowen, Sara Carcieri, Jay Connelly, Deb Drinker, Margie Edwards, Kate Farrington, Fran Gammell-Roach, Pam Gardner, Janet Jagger, Margaret Lederer, Sharon Linder, Mary Reineman, Sandy Richter, Marilyn Shealey, Sally Whitin, Judy Wilson,

Members Absent: Jozy Mainelli, Trish Poirrier

Committee Chair Absent: Susan Tash

President Fran Gammell-Roach called the meeting to order at 12:10 pm. She led a brief discussion about letters she received related to the potential purchase of Hoppin House, written by Izzy Goff and Barbara Crouchley. She also reported that she and Sharleen Bowen had met with staff from the Rhode Island Foundation concerning Roberts' Rules of Order and emphasized that the board would be conscientious about following our bylaws.

She reminded the board that Sharleen Bowen had served as the first "person on the balcony" at the October board meeting. Her observations led to suggestions that having no side discussions and raising hands to speak so everyone gets a voice, would be helpful in making board meetings more productive. Kit Barnum will serve in this capacity at this board meeting.

Secretary's Report: The minutes of the October 16, 2018, board meeting were unanimously approved as submitted.

Treasurer's Report: The Treasurer's Report was unanimously approved as submitted, with the following discussion: The Club is 33% through this fiscal year. October expenses are high because teachers' salaries have been paid for the term. Cards have been mailed asking for gratuities for paid staff for their holiday gifts. Truman's Trolley ridership has not been as high as expected. There are 47 members who have paid for a pass, with a possible 4 more. Options for increasing revenues were discussed.

Finance Committee: Sara Carcieri reported that Hoppin House is currently zoned as residential. Brown University used a zoning variance of a previous owner to use the building as offices. The Club will be working with a lawyer who specializes in zoning issues to resolve this question. As a total of \$33,553 has been paid or committed toward due diligence of the purchase of Hoppin House and potential sale of the Truman Beckwith house, while the board previously approved a total of \$22,000. The Finance Committee proposed the following motion, which was unanimously approved:

That up to an additional \$18,000 be approved for due diligence costs related to the purchase of Hoppin House. These funds will come from the endowment draw.

Consent Agenda: The reports submitted as a part of the Consent Agency were unanimously approved.

Membership Report: On behalf of the Membership Committee, Jay Connelly requested that five members who had been posted later than intended be approved for membership, assuming no objections before November 28, 2018. The following motion was unanimously approved:

That proposed members Anne Bright, Susan Graseck, Susannah Holloway, Rita Nenonen and Karen Hancock Pizzarello be approved for membership, assuming no objections are received from the general membership by November 28, 2018.

Other items discussed by Jay Connelly were that all prospective members whose applications are complete by December 31, 2018 can be approved in time to take spring classes. They are eligible to take a winter class as a guest, as long as the class is not full, and the guest is accompanied by a member. Currently the Club has 366 paying members, 13 emeritus members, and four taking a leave-of-absence.

Personnel Committee: Vice-President Margaret Lederer reported that a ninth-grade student is working two days a week as an intern with office manager Rebecca. This has proved to be a very satisfactory arrangement. She also outlined Rebecca's job responsibilities and how she schedules her tasks, reminding the board to respect these tasks as her priorities. She reviewed the best times and ways to be in touch with all staff, including Jackie and Henry. She also emphasized that all members should respect the positions and responsibilities of other members and try not to by-pass them.

President's Report: Fran Gammell-Roach reported that a task force is working on retirement compensation for long-serving employees, and how that might be handled both currently and in the future.

Hoppin House: Before beginning a discussion on the potential purchase of Hoppin House, Fran outlined her past experience in working with similar non-profit institutions and in her personal life. She reminded the board that all discussion about this opportunity should remain within the board members. Accordingly, the following motion was made at 1:20 pm, passing unanimously:

That the Board move to executive session to discuss confidential matters relating to the potential purchase of Hoppin House.

Following the executive session, the following motion was made and passed unanimously:

That the board come out of executive session.

Report out of executive session: The following steps will be taken to provide information to members for their consideration:

1. Organize two informational meetings, one to be held at Hoppin House and another at the Truman-Beckwith House, dates to be determined.
2. Prepare an executive overview of all materials and costs obtained.
3. Have a mechanism for members to submit questions.
4. Provide a time line of what to expect going forward.

Fran also noted that the board as well as the membership will vote on any purchase of Hoppin House. The board will continue to strive to address questions of zoning and to flesh out costs.

Person on the Balcony's Report: Kit Barnum reported that the board had worked efficiently, with no side bar discussion and all raising their hands to be acknowledged before speaking.

The meeting was adjourned at 3:27 p.m.