

**Board Meeting Agenda**  
**Thursday, April 5, 2012 TACtile Boardroom**  
**6:00 p.m.**

Called to order 6:20 pm

In attendance:

Board Members:

Linelle Zimmer, Laurel Mueller, Charlene Peoples, Carolyn Bignall

Others:

Elaine Kelty, JoAnn Paterson

Absent:

Peggy Lopez, Terry Evans

1. Approval of Minutes from March meeting (see attached), changes made; Jo Ann moved to approve, Linelle seconded.
2. TACtile Liaison Report – Elaine Kelty
  - a. Lease with TACtile is through July 2013
3. Membership – Linelle Zimmer
  - a. Membership Update – 190 members currently
  - b. Member Gatherings
    1. Linelle met with Colorado Bead Co to discuss Member Gathering – June 5th
    2. Glitter Queen – May
    3. Pismo (Cherry Creek) – would like to invite them to become a RMBS business member
  - c. Lifetime Membership Category - Suggestions
    1. Set precedence for category; 10 years of service; RMBS Board member in the past, board input as to criteria for lifetime membership rather than “gifting” the membership (as done in the past)
    2. Create a committee (made up of lifetime members?) who decide per nomination of who should become a lifetime member (create a nomination form, and set the criteria for becoming a lifetime member)
      1. Laurel volunteered to call the current Lifetime Members to discuss creating a committee – Charlene moved to move forward with this idea, Laurel seconded.
      2. There was an motion on setting up Lifetime Members for beginning the "Lifetime Member" approval system. This will be discussed at the June Board Meeting
  - d. Business Membership Recruiting
    1. Elaine to give Linelle a listing of beading companies (used for request of donations for Beading 101).
  - e. Zip Code from members – needed for every month that RMBS meets at TACtile.
  - f. Scott – Linelle needs membership reporting from the website
  - g. Membership timeframes – calendar year vs year from enroll date
    1. Would be easier to manage through website based on registration date (enroll dates, reminder of anniversary emails) through the end of the month that they registered

2. In order to utilize online reporting and tracking, Laurel motioned to change the membership from a calendar year to a rolling annual year from date of registration, Jo Ann seconded
4. Website – Laurel Mueller
    - a. “Base Camp” – a ticket system with Scott for control over requests of the website to be created
    - b. Training – after Bead Bazaar (June?) set up per user, per need -
    - c. Bead Bazaar – on line enrollment for vendors which are completed at the Bead Bazaar Jo Ann to think about “want list”
    - d. Future development
    - e. Costs
    - f. Google Calendar – create to keep track board member vacations, members birthdays, etc. Charlene to compile
    - g. Waiting for Adria to complete web page design for new logo
  5. Secretary’s Report – Charlene Peoples
    - a. About Us – Proofread and Update (see attached), changes suggested, completing in order to get to Adria for Membership Brochure (tri-fold)
    - b. Meeting Flyer - board approved to continue having a hand-out for the general meetings of the RMBS events and announcements
    - c. Survey Data – Charlene sent out via email 4/3
      1. Dedicate a board meeting to the reading and discussion of the survey results – Charlene to plan
  6. Treasurer’s Report – Carolyn Bignall
    - a. Financial Report Chase-
      1. General Checking Account: \$44,110.63
      2. Book Account: \$ 7,591.05
      3. CD: \$58,868.47 (renews in June)
      4. Savings: \$45,800.88
      5. Total: \$156,371.03
    - b. Financial Report Wells Fargo-
      1. General Checking Account: \$684.25
      2. Book Account: \$182.97
      3. Bead Bazaar: \$2,495.95
      4. PayPal: \$90.00
      5. Total: \$3,585.17
    - c. “The Square”
      1. Process not ready for use at the Bazaar?
      2. Support – phones needed, volunteers would have to use.
      3. Get planning for next year
      4. Other systems are available for payment
      5. Can we use this process for memberships?
        1. Carolyn will set up an account for RMBS and test it at the Bead Bazaar and use for membership fees
    - d. Bead Bazaar
      1. Cash for each areas - \$3000.00 total Carolyn will have on hand
  7. Bazaar Report - Jo Ann Patterson
    - a. Post Cards
      1. Minimal returns of post cards that were mailed out to membership and door prize listing
      2. Necklace was not removed from Beading 101

- 3. Merchandise Mart location was put as I-70 and 58<sup>th</sup> rather than I-25
  - b. Door Prize form for this Bead Bazaar
    - 1. The process to be used to add each year's door prize slips to our existing bazaar attendee database will be documented and provided to Jo Ann to add to the Bazaar procedure book that Jo Ann currently has.
  - c. Aprons
    - 1. Completed – 25 completed, they turned out very well
    - 2. Add Beading 101 volunteers to wear aprons also
  - d. Cash registers are being rented this year
  - e. Program – should be completed 4/6, send for proofing, then proof again, hopefully to be completed one week in advance of the bazaar
  - f. Next committee meeting – Wed 4/11 (last meeting before bazaar)
8. Program Report – Terry Evans
- a. Charges for non-members needs to be addressed (overall workshop program)
  - b. Bead Sampler – July 2012
    - 1. Call for teachers being sent out next week
    - 2. Teachers – are paid \$50 per class, kits \$12.00; same as last year
      - 1. Let teachers know at the time of recruiting what is expected for the kits
      - 2. May need to increase the \$ reimbursement of kits
      - 3. Advertising – what the sampler is about; what is the purpose
  - c. Bead Challenge – Jan 2013
    - 1. Educate the society as to what the Challenge
    - 2. Advertise earlier for entries
    - 3. Have criteria for entries based on years of experience
    - 4. Have entries register/submitted prior?
    - 5. Have business members sponsor categories; pay out to winners
    - 6. How are Bead Challenge entries / entry requirements set up
  - d. October – program planned; “Bring & Bead”
9. Loan/ Grant Request – Cede's visit to the US this summer
- a. This is a request for a loan, not a grant
  - b. No guarantee of getting paid back
  - c. This person is not a non-profit
  - d. This is to supply funds to a person going to Sante Fe, nothing to do with RMBS
  - e. Due to many issues, the board has voted to not extend a loan at this time
10. Advertising in Interweave
- a. Jo Ann moved to advertise; Linelle seconded

Meeting adjourned at 9:55