

September RMBS Board Meeting

Thursday, September 6, 2012

Called to order

In attendance:

Terry Evans, Laurel Mueller, Charlene Peoples, Carolyn Bignall, Jo Ann Patterson

Absent:

Linelle Zimmer

Called to order 6:20

1. Secretary's Report – Charlene Peoples

- a. Review and approve minutes from August Board meeting: Laurel moved to approve minutes as amended; Terry seconded.

2. Treasurer's Report – Carolyn Bignall

- a. Chase balance \$ 17,752.71
 - i. Operating \$ 6,415.86
 - ii. Books \$ 5,514.75
 - iii. Stamps \$ 5,822.10
- b. Wells Fargo balance \$116,739.84
 - i. Book Table \$ 15,128.71
 - ii. PayPal \$ 90.00
 - iii. Operating Account \$ 18,006.20
 - iv. Bead Bazaar \$ 2,820.36
 - v. Bazaar Savings \$ 59,362.40
 - vi. Regular Savings \$ 21,332.17
- c. Bead Bazaar Budget Worksheet updated
- d. Bank will loan us devices for electronic credit card processing – we can use this for the Society and for the Bazaar (extra devices available for that weekend)
- e. We can proceed with the agreement with the bank
- f. Decease the use of PayPal
 - i. Cvent.com (used by Quilter's Guild uses it) Laurel is researching and looking into the application. Manages events and databases. To be used with our website, and with Authorize.net

3. Programs – Terry Evans

- a. Terry was in contact with Sharilynn Miller, wire artist, possibly doing a program in June 2013
- b. Committee – ideas for 2013:
 - i. 4 programs a year for General Members Meetings
 1. 2 programs – meetings
 2. 2 programs – skill builders
 - ii. Need to get out dates for 2013 so members can plan their workshop – expenses
- c. Need to get out dates for programs of Jan and Feb 2013 on to the website
 - i. Jan 2013 – Desert Gems
 - ii. Feb 2013 – Bead Challenge
 1. Jan Dalton to help Terry with information as she has coordinated before
 - iii. March 2013 – Open
 - iv. April 2013 - Ghana Beads
 - v. May 2013 – Open

- vi. June 2013 - Sharilynn Miller – with weekend workshops
- vii. July – 20th – 21st – Bead Sampler
- viii. August 2013 – Open
- ix. September 2013 – National Speaker – Beading – with weekend workshops
- x. October 2013 – Stitch, Bead and Share
- xi. November 2013 – Annual Banquet
- d. Rest of 2012
 - i. October 2012 – 10/18 Stitch, Bead and Share – clarify on web site and email blast that will state the purpose of the meeting, what to bring, and what we are working on
 - 1. Have a presentation of the web site and tutorial on how to use
 - ii. November 2012 – Member Banquet –
 - 1. November 15th, 2012 6:00 pm
 - 2. Bruno's Italian Bistro
 - 3. October 22nd RSVPs due, Laurel sending out Constant Contact for RSVPs, members will receive a reply email that will serve as their "ticket"
 - 4. We can have a second night if that night fills up.
- e. Member Gatherings will be headed up by the Program committee starting in 2013
 - i. Need committee member to help head this up
 - ii. October 2012 – Bead It – 10/4/12, open to 20 members

4. Bead Bazaar – Jo Ann

- a. Wendy took the Mart floor plan, and by moving it back, she was able to open more vendor booth availability – 15 more
- b. Vendor – a nonprofit (April Speaker) would like help with her booth
 - i. Should use the Grant process to apply and have it covered under there, that way we would set the precedence of how to handle non-profits
- c. Vendor survey will be put together
 - i. Want dinner? Would you be willing to pay more for your booth fee in order to have dinner?
 - ii. Would like to offer one dinner ticket, vendors can pay for extra dinner tickets
 - iii. Admission tickets – a new design proposed (Jo Ann saw an example from Quilters Guild)
- d. Volunteer form
 - i. Being uploaded to the RMBS website, when forms are completed, they will be emailed to Jo Ann for review
 - ii. Jo Ann will be reviewing open volunteer portion and will assign volunteers and send letters to those who are not selected and offer them Bazaar Weekend shifts
 - iii. Printed materials will be allowed to laid out on a table in the front of the Mart
 - 1. We will have to monitor to make sure that materials are from vendors, members, artisans, business members
 - 2. Table will have to be past the entrance, after admissions
- e. Marketing – Laurel (interim)
 - i. Contacted Adria, has not responded
 - ii. Has another graphic designer that she would like to use, Matt Rodriguez
 - iii. Laurel is meeting with him next week, would like Jo Ann to meet also
 - iv. Jo Ann and Laurel will also meet regarding marketing/advertising plans
- f. Jo Ann would like to make a motion to install Estella Rummelein as Bead Bazaar 2013 Co-Chair
 - 1. Laurel seconded, all approved
- g. Beading 101
 - i. Meet with Laurel at Bead It to get prices of items, Laurel is offering wholesale prices
 - ii. They will have all items by end of October to start creating kits
- h. Timelines
 - i. Each committee need to bring their timelines to the next bazaar committee meeting