

Rocky Mountain Bead Society  
Board Meeting  
March 1, 2012

Called to order 6:15 pm

In attendance:

Board Members:

Peggy Lopez, Laurel Mueller, Charlene Peoples, Carolyn Bignall, Terry Evans

Others:

Elaine Kelty, Libby Pilkington

Absent:

Linelle Zimmer, JoAnn Paterson

1. Approval of February Meeting Minutes moved to approve by Laurel, 2<sup>nd</sup> by Carol Bignall
2. Distribution of Survey Report (see attached)
  - a. Determine next steps
    1. Program Directors – meet to go over feedback and suggest options.
    2. Each “department” read over and put together a recap for the next board meeting.
  - b. Discuss ways to give recap of results\decisions to members
    1. Take spreadsheet and make a bullet-point recap. Email or post to web-site. Get form from Laurel.
    2. Cannot dismiss the opinions of those who had strong input.
    3. Addressing the purpose of the society, direction, increase of membership dues; should this have been to vote as a society? A teaching society? Classes/speakers. More events that don't cost out of pocket for members.
    4. More disclosure about what is spent on speakers, classes, and the \$\$ benefits of membership fee.
    5. Have a quarterly event that the society pays some of the overhead?
    6. Have more printed takeaways for the meetings that those who don't do computers?
    7. eMail blast – “we appreciate your feedback from the survey, we are looking at the information provided, and are looking at directions to move forward”
2. Review of Programs and status of commitments – Terry Evans, Peggy Lopez
  - a. Recap of February – Kelly Wiese – great program, good turnout.
  - b. March – Dana Gabbay – came to the Feb meeting to get a feel for the space. She will speak on her history, not doing classes. The gallery she is at would like to have the society come there; maybe a night gathering. No one signed up to volunteer for hospitality - Laurel will call Kaisha and Michelle to take care of ordering pizza.
  - c. Field trip to DAM for pin show – (Madeline Albright)?
  - d. April – Dale “Cougar” Armstrong (possible vendor paying for dinner) – general membership meeting (Kirk of Bonnie Brae) – and teaching at the Bead Bazaar.
  - e. May – Larkin VanHorn – Meeting at the Quilt Museum, workshops at TACTile Friday (1), Sat (2), Sun (1) – need to get communication out as soon as possible and registration available. The classes are open to members of the Rocky Mountain Quilt Museum and TACTile.
  - f. Ideas to promote classes and low \$\$, “summer madness”, offer free or low cost to members? Just an idea – try for next year.
  - g. June – Karen Lewis aka KLEW (clay) – guest speaker at general meeting and weekend workshops. Need location for workshops, contract, photos, have prices.
  - h. July – Bead Sampler – Elaine Kelty helping. Email blast requesting teachers.
  - i. eMail blast – announce Bead Challenge categories
  - j. August – Jen Bethmann (art clay) – speaker at general meeting (doing torch fire demo) and weekend workshops.

- k. September – Jeannette Cook (seed beads) – speaker at general meeting and weekend workshops.
  - l. October – open – ideas – Saturday meeting? Mercado? Stich & Chat? Make items for charity? Saturday all day with a lunch break – Elaine looking at TACtile Saturday schedules.
  - m. Keeping February meetings for local artist/teachers due to weather is a good idea.
  - n. Contact Dale Zitek to find out about a teacher at Metro about doing program next February.
  - o. November – Annual Banquet – Hospitality is responsible for planning, Laurel told the volunteers to get started in August.
  - p. Need to be aware of sending 1099s to any speakers making over \$600 per event.
3. Hospitality – Some months are still open, nobody volunteered for March.
4. TACtile Liaison – Elaine Kelty – covered in program discussion.
- a. TACtile needs members that attend each meeting to provide their zip code, Diane Johnston will be counting zip codes and giving the count back to TACtile.
  - b. Linelle – please provide the zip codes on the check-in sheets for the meetings. eMail blast to let members know why we are requesting zip codes. Zip codes are for TACtile applying for other grants. The different entities giving out grants want to know what areas of the city are being served by TACtile.
5. Bead Bazaar – Jo Ann will not be at the Board meeting, she has family in town.
- a. Jo Ann’s notes: The security company has been contracted with. No increase in cost. They will be in uniform and armed.
  - b. The secret shoppers have been contacted. There will be a slight increase in cost to \$360. They will not be armed.
  - c. We went with Fredrick Printers again this year. They were better able to meet our needs with little or no increase in cost.
  - d. Post cards will be mailed out by the end of the week or first of next week. The delay is due to me not getting the list to them when expected.
  - e. Thanks to Charlene, all of the classes descriptions, etc. were added to the class spreadsheet. I proofed it and changed the names and class numbers on the photos that Gina and Peggy put in the drop box. Peggy is now checking the proof and we are ready to send it to Adria. The Spreadsheet is complete and I will be sending it to Adria tomorrow. Thank you everyone who worked on it!
  - f. Shawn Janecek, Jeanne Smith, and Carolyn Bignall, and Ed will be doing the treasurers work for the Bead Bazaar. I have turned this issue back over to Libby.
  - g. I now have an active Bead Bazaar debit card. Have funds been transferred yet?
  - h. The aprons have been ordered and will be ready March 16.
  - i. Treasurer Update – Carolyn Bignall
    - 1. Bank change – Wells Fargo Bead Bazaar account, credit card processing will remain with Chase. No money on the card for Jo Ann.
  - j. Classes – Peggy Lopez – spreadsheet went to Scott. Peggy needs a report of when people register for classes; Scott will get that to Peggy. Peggy will be in contact with Scott about the sign-ups that happened at the last General Meeting.
  - k. Purchase another display case? Laurel has one to lend out.
  - l. Next committee meeting is 3/8/12 with another slotted for 3/22/12.
6. Membership – Linelle Zimmer
- a. Linelle’s notes: Member Update Memberships are coming in via email from 1 to 4 a day, so we are now up to about 164 or 165! This is great but we are not attracting business members. I would like to mail out a letter to all local Metro business to encourage their joining. From [a business member] I received a very short and pointed note that we did not live up to, as offered, a link on our web site or other ways of advertising the business last year.

- b. Memberships increased due to new website.
- c. Membership debate – Rita, we will not comp her membership fee as she requested.
- d. Comp membership for Jeanne Smith.
- e. Discussion of criteria of what would be a lifetime membership (Laurel will work on).

7. Treasurer's Report – Carolyn Bignall

a. Financial Report

1. General Checking Account:	\$30,920.13
2. Book Account:	\$8,782.68
3. CD:	\$58,868.47
4. Savings:	\$45,795.25
5. Total:	\$144,366.53

- b. Carolyn transferred \$6600.00 from PayPal to our checking account leaving \$1000.00 in the PayPal account for refunds. Minimum funds are left in PayPal account.
- c. Wells Fargo Account Update - \$1,000 deposited today to open account, paperwork handed over.
- d. Colorado Department of Revenue – Carolyn talked with Norm. No online tax forms for vendors. Can file and pay online, but there is a fee. Flyer is available to hand out to vendors (packet) and post on our website. Tax rate for Bazaar is 4.75%. Will have extra copies of the CO Tax Information flyers at the main booth. If the class teachers make more than \$600 (labor per year) they will be getting a 1099 from RMBS.
- e. Carolyn is trying to get a meeting with Jeanne, Edd and herself to discuss financials.
- f. Credit card processing – keep with Chase until after the Bazaar. Will have wifi at the Mart for processing.
- g. Do we need to purchase a printer for use? Libby is lending hers to use; said she would check to see if she needed paper and/or toner - some supplies are in still in the storage unit.
- h. Tax return was completed by Edd Brown today.

8. Facebook Page; LinkedIn Update – Charlene Peoples

- a. Added LinkedIn “group” for RMBS
- b. Keeping Facebook updated with events.
- c. Need more interaction on FB, and now LinkedIn.

9. Website – Laurel

- a. Progress, Next Steps – Linelle met with Scott, want to get the membership information up to speed.
- b. Response to forms – who should respond and how we share information – Char to delegate who will address each inquiry from the web site. Send out to board email address (on the website).

10. Meeting adjourned 9:08 pm.