

July 2012 RMBS Board Meeting

Thursday, July 12, 2012

Called to order 7:15

In attendance:

Linelle Zimmer, Terry Evans, Laurel Mueller, Peggy Lopez, Charlene Peoples, Carolyn Bignall, JoAnn Patterson

1. Review and approve minutes from May Board meeting: Carolyn moved to pass, seconded by Lin
2. Treasurer's Report – Carolyn Bignall
 - a. Chase balance,
 - i. 5346 \$14,064.45
 - ii. 5486 \$ 6,144.17
 - iii. 1276 CD \$59,015.83
 - iv. 3770 \$35,817.02
 - b. Wells Fargo balance
 - i. Book Sales \$15,915.70
 - ii. PayPal \$ 60.00
 - iii. Operating Acct \$ 8,187.69
 - iv. Bead Bazaar \$ 3,316.43
 - c. Meeting Tuesday with Liz Castle, Carolyn and Laurel at Wells Fargo
 - d. Not renewing CD with Chase, July 18th, will transfer to Wells Fargo savings (not earning, too much of a penalty to use it in case of emergency)
 - e. Hope to receive an updated P & L from Edd Brown. He has balanced the books through May 2012. Laurel & Carolyn have to review for accuracy – would like to be able to present at the August meeting (goal to have an electronic presentation) will present to the board at the August board meeting and will be posted on line.
3. Following a discussion with Peggy, a motioned was made by Laurel to remove Peggy Lopez as the Program Chair, Carolyn seconded, all in favor – unanimous
 - a. Lin moved to have Terry move to Chair of Programs from co-chair
 - b. Laurel will put out an email from the board explaining Peggy has left; a “thank you for your service”, and informing that Terry will be chairing the committee.
 - c. Lin moved to make it that the President leads all general meetings, in their absence, the vice president facilitates, after that, the remaining board members will coordinate.
4. Secretary's Report
 - a. Would we like to have a tracking sheet for inquiry emails from web site?
 - i. Discussion, Secretary will view emails that are sent to board@rockybeads.org and will send to appropriate board member to respond.
 - b. Set up the other members to share Gmail Calendar
 - i. Add the membership gathering on 8/21
 - ii. Remove Peggy from calendars
5. Elaine as TACtile Liaison
 - a. May attend board meetings, during the open session, as requested, or as she has agenda items, and has to submit an email request to the board with specific agenda items, (at least a two week notification) with board approval.
 - b. This is the same procedure for any RMBS member

6. Post Office Box
 - a. Close Golden location, and keep only one P.O. Box.

7. Bead Sampler
 - a. Board members to attend, Laurel and Char will be present to float, other board members are either teaching or attending.
 - b. JoAnn will check her emails to see if she received an email with the class attendance and forward to Terry so she has as much information as possible to take over the Bead Sampler.

8. Membership
 - a. Current membership list from Scott is in Dropbox

9. Paypal
 - a. Issue with those registering for membership from the RMBS website, PayPal will automatically set up a recurring payment. Lin will address with an email to membership

10. Programs
 - a. Recap of attendance and financials for Larkin Van Horn and Karen Lewis programs and workshops
 - b. Program accounting sheets presented (Laurel has created)
 - c. Expense reports will be submitted by program speakers, Terry is providing template. Nothing will be paid for in advance by RMBS, speakers will pay for their expenses and submit a reimbursement form that will be approved.
 - d. Goal = recoup 50% of costs from total cost of workshops.
 - e. Discussion/Jeanette Cook for September – Board decided to go forward with plans to host her; the cost of the kits and workshop may make the decision for either reducing or canceling. There will not be a demand for her to do three days, maybe two, if not only one and a half.
 - f. Terry will talk with her to get information on prices and what she wants to teach. Terry will talk with the board and we will decide.
 - g. Jackie Jorganson and Jan Dalton are helping Terry with the Jeanette Cook program.
 - h. Laurel is helping with the Jen Bethmann's program.
 - i. October – Stitch, Bead and Share – “share” with each other; “share” a technique, “share” your materials, “share” with the community; poll members for charity options.
 - i. Bring your items that you want to donate to the cause, clean out your supplies.
 - ii. Terry will talk with Jan and Jackie and make plans, Lin wants to help also.
 - j. March 2013 – do a Beading 101 as a general member meeting
 - k. November – Member Banquet – Kashia is working on, Laurel will get an update from her. Kashia is working with a non-profit that does banquets.
 - i. Jo Ann has a back-up plan with an Italian Restaurant that would close for the night for us.

11. Board Elections
 - a. August and September meetings - open the floor for nominations
 - b. Present each position’s job duties and expectations
 - c. Interest form for the positions will be completed by nominees
 - d. Snail mail letters of board elections with voter information
 - e. No proxy votes
 - f. Committees under several areas will be more established with next year’s board
 - g. Board will be announced at the November gathering

12. Bead Bazaar – Jo Ann

- a. Celebrations – Jo Ann had a gathering of committee members at her home in June to celebrate the committee's success. Jo Ann took feedback- issues and suggestions which she shared with the board
 - i. Signs made for foyer
 - ii. Ropes and lines in the mart
 - iii. Not as many people at certain stations
 - iv. More organized in the entryway, more welcoming, more direction, greeters to direct people
 - v. Volunteer job descriptions
 - vi. Classes Committee Chairs will be separate from the Program Board Member(s)
- b. Jo Ann will start putting out email blasts, starting with a call for committee chairs
 - i. Chair - Jo Ann Patterson, co-chair - vacant
 - ii. Treasurer – Carolyn Bignall, co-chair - vacant
 - iii. Vendors – Wendy Cameron, co-chair - vacant
 - iv. Beading 101 – Beverly Reynolds, Elaine Kelty and Betty Stagpole
 - v. Hospitality – Vicki Lubthisophon
 - vi. Classes – Chair and co-chair - vacant
 - vii. Book Table Chair and co-chair - vacant
 - viii. Volunteers – Kathi Ratcliff
- c. Monthly meetings starting August 14th and every 2nd Tuesday of the month through the Bazaar.