

## **EACA BOARD ZOOM MEETING MINUTES**

### **MARCH 1, 2022**

#### **General Overview:**

#### **Zoom Meeting due to Covid 19 precautions.**

#### **Attending:**

Jolene Petrowski, Kim Crickard, Nan Patmont, Karen Murry, Andrea Sharon, Zina Hogan, Marilyn Jennings, Susan Delaney, Nina Morrow, Gail Ackerman, Janet O'Neal.

Not in Attendance: Joretha Hall, Emeritus Member

- Jolene Petrowski, President - Call to order, 9:32 am

#### **Zina Hogan, Secretary**

- Review of Minutes.
- Corrections noted and completed.
- Approval of Minutes from February 1, 2022.

## **COMMITTEE REPORTS**

#### **Jolene Petrowski, President**

#### **New Members appointed**

- **Janet O'Neal, Member at Large**
- **Gail Ackerman, Gallery Host Coordinator**

#### **Introduction of members for new participants.**

- New positions that need to be filled:
  - Communications Director
  - Vice President
  - Web Chair
  - Studio Tour Chair
- Next General Meeting – Tuesday, March 15, Library 6:00-8:00 pm

- Use program time to update members on changes for the 2022 Studio Tour.
- Sponsorship and Volunteer commitment review, updates on fee increase.
- Questions and Answers.

### **Vice President (TBD)**

#### **Nan Patmont, Treasurer**

- See Treasurer's report.
- All checks cleared as of March 1, 2022.
- Zina, forwarded storage unit info to Jolene, Kim and Nan.
- Waiting on Tron for update for webpage.
- Banking signatures need to be taken care of – set up time.

### **Communications Coordinator (TBD)**

Jolene Petrowski – Acting Communications Coordinator

No Report

#### **Jolene Petrowski, Studio Tour Steering Committee Chair**

- Steering Committee discussion ongoing.
  - Working on Handbook/job descriptions/organizational chart.
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- Update by March 14 to the Board.
  - Studio Tour Director by April 1.
  - Adding Assistant Director to Studio Tour to spread out responsibilities.
  - 2022 Goal – fully staffed board.

#### **Susan Delaney, Membership Chair**

99 new members

### **Website Chair (TBD)**

Nan Patmont – Acting Chair

- Website revision Trond
- Waiting on update

#### **Andrea Sharon and Nina Morrow, Co-Chairs, Shop Talk**

- Harn Soper, sculptor artist, featured guest speaker, zoom on Tuesday, Feb 22.
- Low attendance, may be due to Covid precautions.
- Looking into a visit to the Greek Church.

#### **Karen Murry, Spring Show**

- Spring Show, Saturday, April 30, 10:00 am – 4:00 pm
- Possible locations
  - Outside Community Center
  - Inside St. John's
- Waiting on approvals, and confirmations.
- Working with Judy Kramer.
- Looking into postcards.

Gail Ackerman, will check on tote bag cost.

### **Studio Tour Steering Committee (Jolene Petrowsky)**

- Last meeting February 25.
- Approved final draft of Org. Chart.
- Approved final guideline's structure.
- Recommends that if Gallery Manager fees are raised, the scope of services should also increase.
- Recommends going ahead with the idea (from Jeannie Cooley) about an official t-shirt project.
- Need cost research.
- Recommends the new Participant Sponsor and Volunteer Agreement be implemented with the start of the 2022 Studio Tour.
- Request to purchase notebooks and dividers to be used for the Tour Staff position materials. Voted on and approved. Approximate cost of \$150.
- Jolene Petrowski to donate paper and ink.

### **Studio Tour Director (TBD)**

- Review changes for 2022.
- Publicity Team
- Small committee was established including Jolene Petrowski, Nan Patmont,
- Janet O'Neal, and Cindy Bass to discuss current publicity issues and strategize on possible solutions.

- Decision made to create Proposal for Bid documents to be sent to local Publicity Specialists to get competitive bids for our needs.

New appointment: Publicity Assistant Director, Mary Cudley.

Janet O'Neal, new Member at Large, will be working on ordering banners.

- New time on Preview Gallery Reception will be 5:00 – 7:00 pm
- Karen Murry will work on signage with Janet O'Neal.
- John Segell will be working on new flag order.

### **Other New Business:**

- Application process moved up to help publicist.
- Sponsorship end of May.
- EACA membership fees will increase to \$50.00 due to operational costs. (voted on and approved last meeting)
- New email - Gmail may be considered.
- Karen Murry requested Sponsorship forms.

Gallery Manager (Jeannie Cooley) fee increase from \$500. to \$1,000. Voted on and approved with increased responsibilities to be determined and agreed upon.

### **Old Business:**

- Will table fund raiser ideas to a later date.
- Covid issues.
- Surveys in the near future to get more member input on Studio Tour.

Motion to adjourn meeting.

**Next General Meeting – Tuesday, March 15, Library 6:00-8:00 pm**

(Every other month, 3<sup>rd</sup> Tuesday)

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**2022 STUDIO TOUR SCHEDULED FOR  
SATURDAY, SEPT 24, and SUNDAY, SEPT 25**

**Next EACA Board Meeting – Tuesday, April 5, 2022 9:30 am**

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**EACA BOARD MEETINGS ARE THE FIRST TUESDAY OF EVERY MONTH @ 9:30 AM (ZOOM)**

- TUESDAY, APRIL 5, 2022
- TUESDAY, MAY 3, 2022
- TUESDAY, JUNE 7, 2022
- TUESDAY, JULY 5, 2022
- TUESDAY, AUGUST 2, 2022
- TUESDAY, SEPT 6, 2022
- TUESDAY, OCT 4, 2022
- TUESDAY, NOV 1, 2022
- TUESDAY, DEC 6, 2022