

## MINUTES

Baltimore Clayworks Board of Trustees Meeting

January 9, 2019

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Board Attendance: Susan Patz, Larry Sandler, Margaret Allen, Ronni Aronin, Deborah Bedwell, George Ciscle, Alan Cooper, Carla Dunlap, Marcy Emmer, John Gazurian, Pat Halle, Nick Hawkins, Cynthia Kammann, Mary Ann Mears, Marlene Sokoloski-Sandler, Leathia West. Staff: Cyndi Wish, Candace Mitchell

Absent: John Smith, Megan Rich, Christina McCleary

### **Motion to Approve Minutes of December 5, 2018 Meeting**

Presented by Susan Patz, President. Seconded by Patricia Halle. Approved as written by consensus.

### **President's Report**

Sue Patz introduced Margaret Allen, a new board member and new Treasurer. After a brief introduction and sketch of her background by another board member, Margaret was welcomed by all present. The President underscored that we can now focus on creating our future without having to look over our shoulders. There's no need to revisit the past because it has been resolved successfully. The focus now is to reach new communities and expand on our goals and achievements as we approach the 40th anniversary of BCW in the year 2020. The Executive Director is leading the organization's effort to develop and execute the 2020 plan.

### **Artist Presentation**

Jason Piccoli, a new resident artist from Denver, introduced himself and showed samples of his work before getting to BCW. The slide show illustrated the conceptual exploration and evolving techniques and styles of his work over time, including some of what he has been doing since he got to BCW in September 2018. He was asked to consider and make suggestions to the Board regarding how the Board might help improve the experience and opportunities of resident artists while they're here.

### **Executive Director Report**

Clayworks calendar - Cyndi presented a new Clayworks calendar, and reported that planning and communication will be made much easier and efficient for all concerned with the use of a centralized digital calendar that will make it possible to streamline communications and planning of gatherings. The calendar planning tool is currently being built using the Google calendar platform which interfaces calendars via personal Gmail accounts.

Board members can use the site login and password to coordinate establishing events, activities, meetings, etc., and activities and events uploaded by committees will then populate personal google account calendars. This is an internal work calendar to which the Board and Staff will have access. Staff will be available to provide guidance on its use and offer training sessions if needed.

Regarding work with adults with disabilities, the costs and logistic of community programs are under review and negotiation.

Strategic planning - Nicole Kitson has been assigned by the Bloomberg Foundation as BCW's mentor and

there is a search underway for someone who is an experienced strategic planning consultant. There was discussion about the best approach to finding the right person and it was agreed that a first step would be to run requirements for the position by the Baker Fund to ensure it's comfortable with the approach and candidate profiles, since a grant request was submitted to the Fund to cover the consultant costs (\$15,000).

Board members noted that many of them have contacts who might be suitable for the work and a list of them should be consolidated for review to codify the process and avoid obstacles and delays later on. The ED would consolidate the list of suggested candidates for review by the Executive Committee to winnow down the number of candidates.

Staff changes: Kevin Rohde is now onboard full time to help Matt with education programs. He will be responsible for the children's education program and will work with Matt organizing resident artists and related activities for associate artists. Sara Morales-Morgan is now on staff rather than a consultant. Merina Casa is on staff as a development assistant.

**Bylaws committee** recommendations will be finalized for presentation at March or June Board meeting.

**Financial Report:** Candace reported conclusions derived from financial statements as of end of November 2018. Contributed income now surpasses 50% of the budget, a good number. The distribution of donations by demographics will be part of this year's analysis. It appears that the pattern for 2017 was large donations (rescue mode) which transitioned to a pattern of smaller, regular donations by more people in 2018 (sustainability mode). Currently, there is \$250,000 cash in Clayworks' bank account. In sum, BCW is having a financially robust start to 2019 and will be working on vision building for the future with 2020 as first target. The need to fund specific commitments, such as diversity and inclusion, was raised. Board members were requested to provide connections that can be followed up for operational links and funding, including possible scholarship program for persons with disabilities. Estimated funding requirements are currently being determined.

### **Stewardship:**

The President noted that committees will need more members as future growth necessitates a larger role. This means that the goal of diversity can be worked toward in tandem with expansion.

Every board member should be on at least one committee. Also, as part of the transition from past to future, some committee chairs who took over in the emergency mode may be able to step down from that role now that more routine operations are under way or may choose to chair another committee best suited to their expertise. So, in addition to expansion, committee reorganization and chair openings are a form of reshuffling that will facilitate best functioning and commitment to diversity, both works in progress. A matrix, or profile, of the current makeup of the Board (including demographics, interests, experience, responsibility, etc.) and identification of gaps is being developed and will be available soon. It was suggested that it include the latest contact information for those listed.

The importance of all taking part in activities as explicit "ambassadors" of BCW throughout the city was stressed for which everyone is a spokesperson with an "elevator speech." It was also underscored that it is

critical that Board members make regular donations, monthly would be best. There is no prescribed amount, it should be what people can afford, but what is important is the implied Board commitment to the institution. Funders and supporters look at that number.

There was give and take on involving schools in joint projects, holding shows in the gallery building, and other ideas, generally revolving around being in an exciting time where the conversation is about balancing all the ideas emerging for potential expansion of mission and the capacity to execute them. Hence the importance of the strategic plan in the works, which will make it easier to assign realistic priorities and schedule timing.

BCW business cards are available in ED office for board members to use.

Meeting adjourned at 6:00pm