

Minutes
November 13, 2018
Baltimore Clayworks Board of Trustees

Meeting began at 4:00 pm and ended at 6:00 pm.

Present: Board John Smith, Larry Sandler, Alan Cooper, Pat Halle (taking minutes, Carla Dunlap, Ronni Aronin, Cynthia Kammann, Marcy Emmer, Alan Cooper, Annet Couwenberg, Leathia West, Megan Rich, Rima Semaan, Nick Hawkins. Staff: Cyndi Wish
(Absent: Sue Patz, Deb Bedwell, George Ciscle, John Gazurian, Christina McCleary, Mary Ann Mears.)

Round Table Introductions

Welcome to new Board member, Nick Hawkins He is currently counsel for Under Armour, with past experience with Md. Volunteer Lawyers for the Arts.

Artist Presentation Hae Won Sohn- New Resident Artist. Hae Won was born in Seoul, South Korea, and attended graduate school at Cranbrook Academy of Art. She thinks of herself as an activator of material, working mostly in slip casting. She is interested in educating the public to see ceramics as a fine art. At Clayworks, she is currently teaching a wearable art class, then will teach slip casting in the spring. Clayworks' location is beneficial, due to proximity to DC, Philadelphia, and NYC. Working with Clayworks other resident artists is useful for learning as they work in diverse styles.

Annet suggests a future discussion/symposium with resident artists about the digital world and its impact on clay.

Minutes from September 10, 2018 Board Meeting were reviewed. Motion to approve by Larry, Marcy seconded. Minutes were approved.

Marketing and Communications - Carla Dunlap

Articles in Baltimore Business Journal and Baltimore Magazine were made possible by Nicole Atkinson who is on a month-to-month marketing contract. Now we begin to tell the story of our programs. Each committee should feed story ideas to the communications team. (Reminder that at September meeting- Megan suggested press about the Morgan connection, and our collaborations with the National Federation of the Blind and the House of Ruth.)

Development - Alan Cooper

Annual appeal letters were sent via post. An email appeal was sent to 9,000. Fundraising via Facebook has begun. Board members pledges are due now. The week after Thanksgiving - phone calls will be made to donors by Board members.

Cyndi notes the State Arts Council (MSAC) grant request is due on Thursday 11/15. Staff and board are following up with Blaustein, and Babylon Foundations.

CITC (Community Investment Tax Credits) - \$17,000 of the \$50,000 tax incentive remains to fundraise.

Clayworks is approved for an Urban Arts Leadership Fellow for 2019. Last year's fellow had an important role in assisting Clayworks in the creation of the charrette: *Lessons from the Potter's Wheel*.

Real Estate Committee- Cynthia Kammann.

This committee is still in the information gathering stage. The committee is considering all options for the future of the gallery building and parking lot. Clayworks receives annual revenue from Baltimore City for their use of the lot.

Multi-use ideas for the Gallery building include: artist housing, offices, coffee shop, and a larger scale project that includes both the parking and the building. A gallery renovation to accommodate events is also being considered.

The board asked the Real Estate Committee for a presentation of all viable scenarios by the end of 2019, narrowing down options.

Financial report

The presentation of the final budget information will be presented at the December meeting.

Facilities Committee - John Gazurian who is unable to attend, submitted a written report. The board notes its appreciation of the facilities committee for so much hard and great work.

A motion was presented by John Smith for John Gazurian regarding board voting by email “to promote transparency, members must “reply to all” or their vote will not be counted”.

Discussion- There are rules governing non-profit boards stating that any vote without a meeting requires a unanimous vote. An email vote is occasionally useful if you need action by the Board that is routine and time sensitive. It’s called “unanimous consent without a meeting.” A Board meeting can be in person or by phone, with a quorum. This matter will be referred to the Executive committee to review the bylaws and clarify the future practice.

Nominating Committee- Larry Sandler

Motion by John Smith that the Board approve new members recommended by the nominating committee: Nick Hawkins and Christina McCleary. Seconded. Unanimously approved.

Larry asks for help on the nominating committee. If anyone wants to play a role, contact Larry and Sue.

Equity Diversity and Inclusion Committee - Pat Halle

Written reports are attached to Board packet. Also, the committee is identifying facilities needs that will require funding, such as a button to open the door to the studio building. The committee will meet once in daytime and once in evening to ensure maximum participation. A report at the upcoming community meeting will include the dates for the next two conversations: Wednesday, November 28th from 6-7:30 pm and Friday, December 7th from 1-2:15 pm.

**Next Board meeting is the annual meeting:
Wednesday, December 5th from 5-6:30 pm.**