

Baltimore Clayworks
Board of Trustees Meeting
MINUTES
Wednesday | October 7, 2020 | 6:30pm

In attendance: Marcy Emmer, Larry Sandler, Margaret Allen, Carla Dunlap, Deborah Bedwell, John Gazurian, Ronni Aronin, Alan Cooper, Ariel Brown, Megan Rich, Marlene Sokoloski-Sandler, Pam Worthington. Absent: Pat Halle, Fitsum Shebeshe. Nick Hawkins, Susan Patz, Caroline Jelavich. Staff: Tracey Schutty.

Call to Order – Marcy Emmer at 6:36pm

Marcy welcomed Tracey Schutty to Clayworks as its new Interim Executive Director. Board members each introduced themselves and Tracey introduced herself.

Marcy acknowledged and thanked retiring board members: Leathia West, Caroline Jelavich, and Melanie Hood-Wilson for their valuable service to Baltimore Clayworks.

Approval of Minutes

Alan Cooper moved to approve the minutes from the September 21, 2020 Special Board Meeting. Margaret Allen seconded. Motioned approved unanimously.

Financial Report – Margaret Allen

Margaret shared a screen with most recent financial projections for each month including the conservative number projected for the fall fundraising appeal and Winterfest. Funds are included to hire a marketing consultant and tech person. This conservative scenario results in a loss by March 2021. Discussions about possible reductions to salaries and operations, and of fundraising goals followed. Tracey reported that she had met with each staff person, one on one, to discuss their workloads and job descriptions. She made some staff duty reassignments to delegate tasks to the appropriate staff persons. She is examining essential duties, the ability of each to wear multiple hats, and ensure the professionalism of staff is up to Clayworks standards. She is also researching marketing consultants. The board agreed that Clayworks needs an enhanced online presence including video teaser for classes and events.

DEAI Committee Report – Ariel Brown

The committee is planning a virtual panel with diverse organizations in the region, to talk about art and diversity and how inclusion is incorporated into the work. They are also planning to assist with bringing in diverse artists and residents, scholarships, and general training on diversity and inclusion for the board. They are in the process of making contacts in anticipation of a February panel

Interim Executive Director Update – Tracey Schutty

Tracey showed a short video highlighting the Community Arts Program. The board all admired the video which was created by staff member Mikhail Hardy. The fall appeal campaign letter will be reviewed by Marcy and the go out next week as postal mail. Phone calls and social media will follow. Eleven classes will begin on-site in November following COVID protocols, including limited numbers of students in each class. Fallfest activities will be combined with Winterfest, except for the kiln firings with college partners.

Other Business

Carla will send Next Normal survey results to Tracey. Brainstorming and committee meeting ideas should be passed to Tracey.

Adjourned 8:30pm