

**Baltimore Clayworks
Board of Trustees Meeting
MINUTES
Wednesday, November 11, 2020, 6pm**

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

Call to Order at 6:00pm - Marcy Emmer, President

Marcy welcomed all to the meeting and acknowledged the work everyone is performing.

Approval of Minutes

Alan Cooper moved to approve the minutes from the October 7, 2020 Board Meeting. Deborah Bedwell seconded. Motioned approved unanimously.

Financial Report – Margaret Allen, Treasurer

Margaret shared a screen with actuals through September 2020 and monthly financial projections through March 2021 including conservative numbers projected for the fall fundraising appeal and Winterfest. A second COVID wave will impact our in-house revenue ability. Re-evaluation and more emphasis on virtual programming were recommended. The Board continues to maintain a cash reserve for reopening after the pandemic.

Committee on Trustees Report – Nick Hawkins , Chairperson

Board Terms Due to the unusual history of a completely new Board coming together at the same time (September 2017), 3/4 of board members have served their full term - 3 years. The bylaws allow members to serve terms that are less than 3 years. Thus the Executive Committee could request Board members serve an additional full or partial term. Nick requested current Board members to let him know their willingness to continue to serve either for a partial or full term so he can create “classes” within the board that allows staggering their departures and new enrollment.

Board Nominations. A process is in place to onboard new members twice a year. Utilizing a Board matrix that identifies skills and diversity of Board members needed, nominees are brought to the Committee who then evaluates and selects members to recommend to the full Board for approval. The matrix will add an artistic skill category as well as a non-binary assignment for gender. Approximately 10 candidates have been recommended to the Committee. New recommendations for candidates are due to Nick prior to November 20th. Tracey has recommended we add a Board Application Form on our website. Pat reminded us that connections have been made with Associated Black Charities to recruit new Board members.

Officer Slate for 2021. Current officers whose term expires Dec 2020 are Treasurer and Secretary. Both Margaret and Carla have agreed to continue to serve in these roles. The VP position is open. The DEAI and Development Committees will need chairs.

DEAI Committee Report– Pat Halle, Chairperson

The DEAI Committee has organized a 30-minute Board workshop to introduce all to fundamentals of race equity. Melanie Hood Wilson, Ariel Brown, and Pat Halle will lead the session. The Committee with Tracey

is refining the Statement of Commitment. The function, structure within the organization and role of the committee was discussed, as its goals and work are fundamental to future.

Interim Executive Director Update – Tracey Schutty

Tracey thanked the Board and staff for their work on the EOY Fundraising Appeal.

Tracey welcomed the Board to read about newest staff member, Jamie Grace in “25 Women to Watch in Baltimore” in *Baltimore Magazine*.

The Auction was postponed to early 2021 giving an events committee time to assemble more items, sponsorships and marketing notice.

Tracey and Staff are busy writing multiple grants for FY2022: Maryland State Arts Council, Baltimore County Commission on the Arts and Sciences, and the CITC program.

Clay Olympics is scheduled for November 20 from 6-10pm. The intentional timing of this event is to kick off Winterfest that begins the following day, November 21, 12-5pm. Scheduled time slots will be necessary to enter the building.

Clayworks is considering four marketing companies. Tracey and Marcy have interacted with all, with one company displaying great initiative already.

The Program Committee is reconvening this week and will be asked to add focus on virtual programming content. A new chair may be requested. As ideas were discussed included afterschool programming zoomed from the studio (with kits in homes) and filming Clayworks teachers and offering instruction through zoom classes.

Tracey has requested our attention to finding a Board Development Chair and Auction Events Committee.

The meeting was adjourned at 7:47pm.

Submitted by Sue Patz, Immediate Past President

