

CWS BOARD MINUTES  
September 20, 2011  
First Plymouth Congregational Church

CALL TO ORDER: President Chuck Danford called the meeting to order at 4:34 pm.

MEMBERS PRESENT: Chuck Danford, Mary Jo Ramsdale, Terrey Harrod, Linda Olmstead, Kate Wyman, Micheon Oklar, Arleen Brogan-Smith, Vicki Tucker, Bonnie Jones, Marcio Correa, David Castle, and Diane Fechenbach

OPENING REMARKS: Chuck Danford welcomed everyone to the meeting and thanked Arleen Brogan-Smith for supplying dinner for the Board.

- Chuck presented the names of the 5 proposed new Signature Members to the Board for approval: Marsha Ambraziunas, Lynn Burnes, Jackie Friesth, Janis Goldblatt, Susan Schmitt. These members will be presented to the membership at the October General Meeting.

A MOTION by Diane Fechenbach to “approve the 5 new Signature Members” was seconded and approved.

- Chuck remarked that all donors to CWS should be sent a thank you letter acknowledging their donation. Those letters are being sent out.

- Copies of past WFWS Show catalogs will be offered to members at the General Meeting at a nominal cost.

- Chuck would like to develop guidelines for CWS show contracts. Mary Jo Ramsdale and Chuck Danford will formulate a standard contract to be used and present it at the October meeting. Terrey Harrod will forward a copy of the contract she has used in the past to Chuck to use as a guide.

- Chuck reminded the Board that Nevet Montgomery is our Hospitality Chairperson for show receptions and to utilize her services.

- Micheon Oklar and Vicki Tucker will compile a list of volunteers and their responsibilities as well as a timeline of regular CWS events.

MINUTES: The Board approved the minutes from the August 23, 2011, meeting.

REPORTS FROM EXECUTIVE BOARD MEMBERS:

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Membership Official: Chuck Danford presented to the Board a proposed committee structure to handle the Membership responsibilities. Linda Sivertson has offered to chair this committee as a Board position. The committee would be comprised of a Membership Official (Linda Sivertson), Database Manager (Carla Rouse), Roster Manager (Brian Serff), Donor List (Arleen Brogan-Smith), Signature Member List (Barb McAdams), and a Name Tag Manager (Janice Stewart.)

A MOTION to “accept the proposed committee structure for the Membership Committee” by Mary Jo Ramsdale was seconded and passed. No discussion.

VP Workshops: Terrey Harrod reported that the David Drummond workshop was very well received. Terrey pointed out that there were some extra costs involved with housing the workshop teacher. There was a discussion on who would absorb these costs and how to handle situations like this in the future. In this case, it was agreed to split these costs.

- Terrey outlined upcoming workshops: Peggy Stenmark, Oct 12-14. This workshop is not filled and runs the risk of being cancelled. David Castle will send out an e-blast to members.
- Sterling Edwards, May 28-31, 2012; Kathleen Conover, 2012 State Show Juror, Feb 28-Mar 1, 2012. Future workshops are being discussed with Ted Nuttal, and Stephen Quiller.
- Discussion on ways to notify members of workshops and help workshops to help maintain a high attendance.

VP Programs: Vicki Tucker presented a possible design to be used for CWS aprons and/or t-shirts which was well received. She will poll the Board and the members present at tonight's meeting to get an idea how many would purchase an apron and/or t-shirt.

- Vicki passed around a questionnaire to members soliciting ideas for future programs.
- Vicki gave an overview of upcoming programs: Tonight's program will be Gene Youngmann reporting on WFWS entries, new member introduction and viewing of artwork, and Ice Cream Social; October, Sandra Kaplan and Leon Lockridge on jurying artwork for exhibits; November, Show & Sell. Vicki reported that there has not been adequate interest in a Show and Sell program and this idea may be incorporated into the CWS show being held at the Plymouth First Congregational Church in April.
- As chairperson of the current New Trends Show, Vicki reported that more than 200 entries were received for this show and 80 paintings were accepted. The reception went very well. Chuck asked Vicki to make sure the CWS webmaster is aware of who the award winners were and receives information about their paintings for inclusion on the website.

Exhibition Official: Linda Olmstead reported on the current New Trends Show at the CoArt Gallery. The show looks great and there have been some sales.

- Discussion about future venues for CWS shows. Linda has been attempting to secure a venue in the southern portion of Colorado. She asked Board members for input on venues.
- The Plymouth Church show scheduled for May, 2012, could run for six weeks.
- The Member Show to be held at Brighton Armory has not received many entries. Linda will make an announcement at the General Meeting that the deadline for entries is being extended and encourage members to enter. David Castle will send out an e-blast to members.
- Chuck Danford asked about CWS having a presence in the Denver Arts Week event. Bonnie Jones will check on this and report back to Chuck.

Board Member at Large, Collage Editor: David Castle reported that the next Collage deadline is September 26, 2011.

- Chuck feels there should be a contact person between the Board and webmaster, Claudia Morris. Marcio Correa will consider being that contact person.
- Discussion about CWS presence on Facebook. Marcio Correa will assist Micheon Oklar with the CWS Facebook page.

Treasurer: Arleen Brogan-Smith distributed CWS Balance Sheet As of September 19, 2011, and CWS Profit & Loss by Class September 1–19, 2011. Presently, CWS has total current assets of \$46,489.96. CWS has a year to date net income of \$11,624.31.

- Arleen passed out copies of CWS 2011/2012 Budget, CWS Schedule 1, Member Shows – Schedule 2, and CWS Donations 2011/2012. Arleen gave a detailed overview of the CWS Budget and related reports. Arlene asked for input from each Board member on budget numbers.

- Discussion on how many shows CWS should sponsor during the year. Linda Olmstead will create a budget for each show.

- Chuck Danford asked Board members to look over this proposed budget and be prepared to vote on approval at the October meeting.

Volunteer Coordinator: Mary Jo Ramsdale presented a poster that she will have available at meetings to advise members of open volunteer positions.

- Mary Jo has been having great success in receiving requests for volunteers and in finding volunteers.

Public Relations: Micheon Oklar reported that the CWS brochure is nearly ready. She will be taking photos at tonight's meeting for this brochure.

A MOTION by Diana Fechenbach to: "Adjourn" was seconded and passed. The meeting was adjourned at 6:35 pm.

Respectfully Submitted,

Kate Wyman  
Recording Secretary

**DISTRIBUTED DOCUMENTS:**

CWS Balance Sheet As of September 19, 2011  
CWS Profit & Loss by Class September 1–19, 2011  
CWS Schedule 1  
Member Shows – Schedule 2  
CWS Donations 2011/2012  
Proposed CWS Membership Committee Draft 9/8/11