

Central Texas Pastel Society

Board Meeting Minutes

October 28, 2018

I. Call to order

Holly Read called to order the regular board meeting of the Central Texas Pastel Society at 1:00 pm at the Georgetown Library. Those board members present were Holly Read (President), Jan Frazier (Programs), Alora Johns (Treasurer), Sue Kernan (Exhibit and Workshop), Ann Garrard (retiring from Membership), Lyn Mazy (new Membership), Debbie Been (Hospitality and Librarian) and Sandra Slaughter (Secretary). Esther Jones (Webmaster) was reached by phone for an item about the CTPS website.

II. Introduction of new Board Member

New board member Lyn Mazy was introduced. Lyn will serve as Membership Chair.

III. Old Business

Ann Garrard made a motion to approve the minutes from the last board meeting; Alora Johns seconded and motion carried.

Holly presented the need for CTPS Board of Directors to have Directors and Officers Insurance (D&O) coverage. Possible cost to CTPS: \$500 to \$800 annually. Debbie offered to find out which company and what type of insurance used by The Art Center. Jan made a motion to approve this investigation into the cost of D&O insurance and Alora seconded. The motion carried.

Holly recommended that the CTPS Mission Statement be shortened. After a brief discussion it was decided to shorten it to: **“The promotion and education of pastel as a fine art medium.”** The recommendation was moved by Sandra and seconded by Debbie to accept this new mission statement. The motion carried. Next steps: replace the current Mission statement with this one on the Website.

Holly will email all board members the proposed changes to the **CTPS By-Laws**. All Board members are to go review them and make suggestions.

Question raised about the **CTPS Charter** – do we have one? Do we need one? Where is the **Certificate** used for non-profit purchases? Before we contact the Texas Secretary of State, Holly offered to email Cecile Ramirez, who prepared our non-profit filing.

Alora Johns presented the Treasurer's Report. CTPS currently has \$5675.26. When a live model is used for a workshop, the charge should be increased to cover the additional expense. The approved cost of a workshop without a model is \$35 at this time.

IV. New Business

Debbie raised issues concerning **DVD borrowing**. The group reviewed the original "rules" and agreed that each DVD would be checked out for 30 days with a 30 day grace period before the deposit check or credit card is processed. Debbie would contact the member about returning the DVD before the end of the grace period. No more than 2 DVDs may be checked out by any one person. DVDs may be checked out **ONLY** before meetings, during the break and after meetings. No DVDs will be checked out during meetings or during workshops.

Treasurer Alora questioned if we could remove the payment system, Stripe, which is being on our website in addition to PayPal. In a discussion about this and the status of CTPS **.org** and **.com** Website addresses came up. The questions were addressed to Esther by phone. Esther said Stripe was no longer available on the website and that the 2 Website addresses are currently combined and both would work. During the conversation it was discovered that some of the links would not open and Esther promised to correct this.

A discussion was held on the advisability of keeping a Membership Chair. Departing member Ann Garrard reviewed the many jobs of the Membership Chair and it was felt that the position should be retained. Holly added that communication with the Treasurer to handle the fees, making sure new members are added to the directory and communication of this information to the Board and all other members is needed in this role. On this matter, Holly requested that all Board members **review the distributed Duties description** to show this matter is resolved and to make any other suggested changes.

Sites are still being explored for our annual workshop and show in February of 2020. The Georgetown Community Center, Round Rock Baca Center and Bastrop Lost Pines Art Center are all under consideration. Prices and available dates are to be secured. It was suggested that Program Chairman and Workshop Chairman could be combined into one job, with the job of Art Show Chair going to a different person.

The meeting was adjourned at 2:30 pm.

Respectively submitted,

Sandra Slaughter, Secretary