

Pastel Society of Colorado Board Meeting

January 9th, 2010

Attendees: Norbert Nagel, Diane Wood, Mike Ray, Becky Jackson, Carri Currier, Ann Willoughby, Cliff Austin, James Reeves, Susan McKelvy, Judy Sprague, Verena Ferris

10:30 AM - Meeting called to order by Co-President Norbert Nagel.

1. Approve minutes from November board meeting – Motion passed.

2. Reports:

a. Treasurer's report: Carri Currier

Carri circulated copies of the 2010 budget to the board members present and went into detail on budget items.

Carri- newsletter cost has come down quite a bit as most members have switched from snail mail to email newsletters.

Verena- since we are now exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code, our income tax reporting will change. Form 990 or 990-EZ will have to be filed. Deadline for filing is May 15th.

Sue McKelvy - we need to maintain a conservative attitude regarding staying within the budget. Also we need to see if we can stay within the budget lines for the individual shows. Whoever becomes the chair for these shows should submit a budget beforehand, and we need to stay within that budget.

Sue presented a brief 'Functional Budget' sheet which she created by using figures from 2009. The purpose of this 'Functional Budget' is to serve as a guideline for the board to see where our income comes from and shows expenses of major activities and general programs. She also mentioned that it can be used as a guideline for looking at areas in which we can limit expenses without diluting the program. She did point out that a couple of areas that the board could look at limiting expenses are travel, entertainment and catalog expenses. She mentioned that the photo-layout used in the catalog last year were so small that perhaps we need to look at a different type of layout for this year's catalog.

Sue - The Member's Show in Aurora won't cost us for the venue.

Sue - Meeting expenses (rent for the venues and demo costs) cost about \$2400 (total) during the year - \$1200 each for east and west slope meetings.

It was decided that every month the treasurer would email out a copy of the P&L and Balance Sheet to the board members so that we can monitor the progress of the budget.

Net Income: \$2,764.30; Total Assets: \$10,251.37 (latest P&L and balance sheet attached.)

Diane made a motion to pass both the 2010 Budget and the Functional Budget with the understanding that the budget can be tweaked during the year. Verena will keep us up to date on financials on a regular basis at our board meetings. Motion passed.

- b. Membership Report: Currently 270 people have paid their membership fees but 96 have not as of Jan 9th, 2010.
 - c. Signature Member's Report: Diane Edwards called in – nothing to report. Sue McKelvy would love to see the Society do a Signature Member's exhibit in the future. Signature members that have not paid their dues will lose their signature member status.
 - d. Member's Show: Sue McKelvy: Downtown Aurora Visual Arts will be the host. Show will be May 7 through 28th – reception will be Friday, May 14th. Terry Ludwig has agreed to donate the pastels. We still need a chair and a couple of members that live in the Denver area to volunteer for teaching workshop classes at the Visual Arts Center in April. It was decided that we will announce this at the general meeting following the board meeting to see if we can get a Members Show Chair and workshop instructors.
 - e. Mile High National: Sept 3 – 25th, Grand Junction Art Center. Need volunteers for transporting paintings.
 - f. Program Report: Mike Ray - Lorenzo Chavez is the demonstrator for Feb meeting. Mike Ray is wrapping up the complete demo schedule for the year. He is trying to get Skip Whitcomb for the general meeting in Sept.
3. Old Business:
- a. Meeting refreshments: Carri made a suggestion in regards to refreshments for the meetings. We used to have someone responsible for refreshments. That person's job would be to call and remind those members that signed up during the meetings for bringing refreshments. We need to have a volunteer that could be responsible for this.
 - b. Annual Meeting: Sue discussed plans for the annual meeting. We need to reserve a room at the Avon Library 2nd week of Sept. (Sept 11th). Mike is trying to get Skip Whitcomb to do the demo. A motion was passed to have the general meeting at the Avon Library in Avon. Mike Ray will reserve the room. A motion was passed to have the general meeting on Sept 11th at the Avon Library.

- c. National Show: Sue discussed the transport of paintings from east slope to west slope for the National show in Grand Junction. We will be charging \$10 per painting for transport. It was suggested to put a blurb in the newsletter regarding the need for other members to step up and help transport paintings over to Grand Junction. It was also suggested to put in a blurb in the newsletter regarding wrapping paintings correctly so that they are safely transported.
 - d. The member's roster will be printed and there will be a reminder in the newsletter for members that haven't paid their dues yet. The deadline was Jan 15th - we will be giving a grace period until February.
4. New Business:
- a. SCFD Grant Application: Diane Wood wanted to know if everyone received the SCFD (Scientific and Cultural Facilities District) grant application which she sent out in an email to the board members. She asked for input and help with putting together the grant application.
 - b. Outreach Projects: Carri has been working with an organization ran by a government agency (Family Community Center) located on Federal and 10th in Denver. This is an organization that helps disadvantaged teens between the ages of 12 to 17. They have a grant available for art outreach projects. It is a three year federal grant that includes all arts and they are now meeting with a number of groups to see about having classes taught. The first year the organization pays for it, which includes all materials. This would mean that during the first year we wouldn't have any money going out of the budget for it. The second year they would match the expenses that an organization would spend. They said that they needed a one month commitment; one person for one month and then another person for the next month. The teaching (for 12 teens) would be afternoons or weekday evenings. Carri is trying to make a proposal that we do this. Sue McKelvy asked that Carri put together a written proposal and present it at the next board meeting so we can look at it and then vote to approve at the next meeting. Carri said that before we go any further she would like to see if there would be any volunteers willing to take part in this project. Carri will announce this during the general meeting following the board meeting.
 - c. Other new business: none

Meeting was adjourned at 12:45 PM

Respectfully submitted,

Becky Jackson

Secretary

Pastel Society of Colorado
Profit & Loss by Class
January through December 2009

	Aprons	Calendars	East Slope	Members Show 2009	Natl 2008 Show	Natl 2009	Natl 2010	West Slope	Unclassified	TOTAL
Ordinary Income/Expense										
Income										
Advertising/Newsletter	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00	20.00
Commission	0.00	0.00	0.00	0.00	137.00	0.00	0.00	0.00	0.00	137.00
Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00
Interest on CD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.55	40.55
Members Shows Income										
Entry fees	0.00	0.00	0.00	1,005.00	0.00	0.00	0.00	0.00	0.00	1,005.00
Total Members Shows Income	0.00	0.00	0.00	1,005.00	0.00	0.00	0.00	0.00	0.00	1,005.00
Membership Dues Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,940.00	8,940.00
Mile High National Shows										
Color Catlg	0.00	0.00	0.00	0.00	0.00	245.00	0.00	0.00	0.00	245.00
Entry fees	0.00	0.00	0.00	0.00	0.00	4,035.00	0.00	0.00	0.00	4,035.00
Workshop fees	0.00	0.00	0.00	0.00	0.00	10,400.00	0.00	0.00	0.00	10,400.00
Total Mile High National Shows	0.00	0.00	0.00	0.00	0.00	14,680.00	0.00	0.00	0.00	14,680.00
Product Sales	417.50	30.00	0.00	616.00	0.00	0.00	0.00	0.00	0.00	1,063.50
Signature Membership	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70.00	70.00
Total Income	417.50	30.00	0.00	1,621.00	137.00	14,680.00	0.00	0.00	9,120.55	26,006.05
Expense										
Advertising	0.00	0.00	0.00	0.00	0.00	165.60	48.50	0.00	0.00	214.10
Aprons	7.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.50
Awards for Exhibit/Show	0.00	0.00	0.00	0.00	0.00	1,042.76	0.00	25.00	188.47	1,256.23
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	30.00
Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
Gallery Rental	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	600.00
Jury Fee	0.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	200.00

Pastel Society of Colorado
Profit & Loss by Class
January through December 2009

	Aprons	Calendars	East Slope	Members Show 2009	Natl 2008 Show	Natl 2009	Natl 2010	West Slope	Unclassified	TOTAL
Meetings										
Demonstration expense	0.00	0.00	525.00	0.00	0.00	0.00	0.00	675.00	100.00	1,300.00
Room rental	0.00	0.00	323.00	0.00	0.00	0.00	0.00	245.00	50.00	618.00
Total Meetings	0.00	0.00	848.00	0.00	0.00	0.00	0.00	920.00	150.00	1,918.00
Members Shows										
Awards	0.00	0.00	0.00	375.00	0.00	0.00	0.00	0.00	0.00	375.00
Total Members Shows	0.00	0.00	0.00	375.00	0.00	0.00	0.00	0.00	0.00	375.00
Newsletter	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	802.23	802.23
Office Supplies	0.00	0.00	0.00	22.99	0.00	69.08	0.00	0.00	208.02	300.09
Post Office Box Rental-Denver	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.00	44.00
Postage and Delivery	0.00	0.00	0.00	0.00	0.00	303.99	0.00	0.00	713.34	1,017.33
Printing and Reproduction	0.00	0.00	0.00	82.06	0.00	1,544.16	0.00	0.00	204.92	1,831.14
Proceeds of Painting Sale	0.00	0.00	0.00	554.40	0.00	0.00	0.00	0.00	0.00	554.40
Professional Fees										
Accounting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00	175.00
Total Professional Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00	175.00
Signature Membership Expenses	0.00	0.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00
Travel & Ent										
Board Meeting Lunch	0.00	0.00	143.11	0.00	0.00	0.00	0.00	0.00	0.00	143.11
Meals	0.00	0.00	43.00	0.00	0.00	14.14	0.00	0.00	0.00	57.14
Travel	0.00	0.00	0.00	0.00	0.00	687.95	0.00	0.00	0.00	687.95
Travel & Ent - Other	0.00	0.00	0.00	0.00	0.00	2,584.13	0.00	0.00	0.00	2,584.13
Total Travel & Ent	0.00	0.00	186.11	0.00	0.00	3,286.22	0.00	0.00	0.00	3,472.33
Web Site	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.40	107.40
Workshop fees & expenses	0.00	0.00	0.00	0.00	0.00	9,050.00	0.00	0.00	0.00	9,050.00
Total Expense	7.50	0.00	1,049.11	1,834.45	0.00	15,461.81	48.50	945.00	3,823.38	23,169.75
Net Ordinary Income	410.00	30.00	-1,049.11	-213.45	137.00	-781.81	-48.50	-945.00	5,297.17	2,836.30

Pastel Society of Colorado
Profit & Loss by Class
 January through December 2009

	Aprons	Calendars	East Slope	Members Show 2009	Natl 2008 Show	Natl 2009	Natl 2010	West Slope	Unclassified	TOTAL
Other Income/Expense										
Other Expense										
Other Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.00	72.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.00	72.00
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-72.00	-72.00
	410.00	30.00	-1,049.11	-213.45	137.00	-781.81	-48.50	-945.00	5,225.17	2,764.30

Pastel Society of Colorado
Balance Sheet

Dec 31, 09 As of December 31, 2009

ASSETS

Current Assets

Checking/Savings

VectraBank Colorado 10,251.37

Total Checking/Savings 10,251.37

Total Current Assets 10,251.37

TOTAL ASSETS 10,251.37

LIABILITIES & EQUITY

Equity

Opening Bal Equity 6,192.68

Retained Earnings 1,294.39

Net Income 2,764.30

Total Equity 10,251.37

TOTAL LIABILITIES & EQUITY 10,251.37