

## Minutes of Nov 13<sup>th</sup>, 2010 PSC meeting

In attendance: Diane Wood, Verena Ferris, Mike Ray, Norbert Nagel, Cliff Austin, Kathy Imel, Becky Jackson and Sue McKelvy.

10:30 AM - Meeting called to order by Co-President, Diane Wood.

1. Approve Minutes: A motion was made to approve the minutes from the Sept 2010 Board Meeting – motion passed.

2. Treasurer's Report: Verena Ferris

Verena circulated copies of the Balance Sheet and an Actual vs. Budget Statement (Jan 1 – Oct 31<sup>st</sup>, 2010) to the Board members. The Balance Sheet showed \$11,153.10 in total assets as of Oct 31, 2010 and the Actual vs. Budget Statement showed \$22,901 in total income and \$22,025 in total expense.

On the Actual vs. Budget Statement, Verena showed our actual figures for income and expenses from Jan 1<sup>st</sup> thru Oct 31<sup>st</sup> and then showed in comparison a column containing the budgeted 2010 numbers. Next to this was a 'variance' column which showed how the society's actual numbers varied from what was budgeted. It was noted that there were some line items that would need to be looked at and recalculated when we set the budget amounts for 2011.

It was also noted that as of Nov 13<sup>th</sup> a good portion of the membership dues had not come in yet.

For the 2010 Member Show we took in \$990 and expenses were \$1226. It was also noted that for the Mile High National the PSC had an income of \$17,985 and the expenses totaled \$16,626. The PSC actually made money this year compared to previous years. It was noted that the total expenses were lower this year since we did not have to pay for Sally Strand's lodging.

A motion was made to accept this treasurer's report and it was voted on and passed by the board.

3. 2011 Budget Meeting:  
Mike made a motion that the officers meet in late December to go over the 2011 Budget. Motion was passed. The budget meeting will be held at 11AM at the Grill at Legacy Ridge just before the Xmas party luncheon on Dec 11<sup>th</sup>, 2010.

4. Paypal: Verena Ferris

The PSC Paypal account has been set up. Verena has been speaking with Karl Johnson regarding how to go about putting a Paypal link on the PSC website so members can pay

membership dues and possibly for payment on other items such as workshops. Verena said that Karl has done some research regarding this and he does have some reservations regarding having a Paypal option on the PSC website notably that this may attract scammers. Verena passed out a printed copy of what the Paypal link might look like on our website and the group discussed Karl's reservations and if we should go ahead and continue the Paypal option. The group was in agreement that we should try having Paypal but Verena said that she would get with Kathy Imel who has some experience as to how this can work. Verena will continue to work out some of the details before getting back to Karl Johnson.

5. PSC Officers Vacancies: Mike Ray

Mike mentioned that he found someone interested in replacing Norbert Nagel for Co-President. Sally Davidson is interested in the position but Mike said that he has not had any luck in finding anybody who would be interested in being the Membership Committee Chair to replace Penny Creasy. He also mentioned that there may be a few Directors at Large positions that need to be filled. Kathy said that she has a spreadsheet which shows the names of Officers and Directors at Large and when their two-year terms expire. She will get back with Mike as to which ones are expiring. Mike mentioned that he has tried contacting some members regarding possible interest in some of the open positions but many email addresses and other contact information seems to be out of date. Mike said that he will announce at the meeting before the demo that we need some volunteers to help fill these positions.

6. Committee Reports:

Western Slope: Diane read a letter from Penny regarding the Art Exploration Project. Penny said that she had about \$100 left over from last year but will need another \$500. Mike made a motion that we approve this amount and send \$500 to her. The motion was voted on and passed. Verena will send the funds to Penny.

Membership Report: Diane said that we have two new members: Mark Baker from Lakewood and Vanda Eddington from Cheyenne, Wyoming.

2011 PSC Member's Show: Sue McKelvy read an update from the 2011 Member's Show Chair, Gail Posner. The Member's Show is set to start the second week in June 2011 and will be at 'The Great Frame-Up' in Longmont. Sabrina Stiles will be assisting Gail. Gail is looking for a couple of people to help with the reception. Kathy mentioned that in the past the Society has asked participating artists to each bring a tray of o'doerves for the reception. Sue mentioned that Gail was concerned about where to get ribbons from. Diane Wood said she would email Gail the name of the company in Lafayette that deals with ribbons. Sue said she will make an announcement at the meeting asking for volunteers to help with the show. She also said that she has a sign-up sheet for volunteers ready for those who are interested.

Gail also asked that we have a volunteer designated for taking photos at the show. Sue said that the west slope members need to coordinate delivery and pickup of paintings.

Paint-Out Committee: Kathy said that the paint-out committee has already met and planned the schedule for 2011. This paint-out schedule will be in an insert in the newsletter like we did last year. The paint-out committee decided to keep a majority of the paint-outs in and around the Denver area since every time the paint-outs are outside of this area attendance drops dramatically. Sue asked if we were going to coordinate a paint-out with the annual meeting in Avon and Kathy said that they had not planned to. Also Kathy mentioned that they decided not to do a fundraiser in Walden this year and instead they are planning on doing this in 2012.

Kathy mentioned that we were accepted by the gallery at the Broomfield Library to do a show in 2012 of plein-air work done during past PSC paint-outs. The show will be open only to PSC members and must be a piece that was either done during a paint-out or was the finished product of a preliminary painting done during one of the paint-outs. In the latter case the preliminary sketch/painting should also be shown along with the finished piece.

Cliff Austin said that the Plein-Air Painters of Colorado (PAAC) are also trying to set up paint-outs on Saturdays and perhaps we can coordinate together. The board agreed that collaboration between the two groups would be a great idea. Cliff will forward the paint-out list from PAAC to Kathy so we can coordinate the Saturday paint-outs.

7. SCFD:

Diane passed out a copy of the letter which she received from SCFD. For PSC to be compliant with our 5013C status we need to update our Articles of Incorporation on the Secretary of State's official website so that it matches our current By-Laws. Also they said that the official address of our organization needs to be updated. So, before we submit our application for a SCFD grant we must update our Articles of Incorporation and our official address. Becky Jackson volunteered to do this as it is something which can be done online through the Secretary of State's official website.

Kathy reiterated that we need to keep thorough records of public participation in PSC activities and that these records should include names and addresses (city, county) of those who attend the activities; especially those who live in the seven county district (Boulder, Adams, Denver, Arapahoe, Broomfield, Jefferson and part of Douglas County). In the long run these records will assist us if we decide to apply for future grants. Kathy also mentioned the upcoming SCFD workshops which are free and that it would be very beneficial for our group to send a couple of people to gather information. These workshops go into detail regarding applying for grants and what each county is looking for. Kathy said that if we were to do this then our organization would qualify as a 'Tier 3 Organization' and each county sets the qualification guidelines for 'Tier 3 Organization' grants. Diane said that we need a couple

of volunteers from the Board, to attend these workshops. Sue said we need a brain storming session with the Board in which we could talk about potential projects.

8. Stipend for Karl Johnson:

There was a motion to give Karl Johnson, PSC Webmaster, a complimentary membership to PSC in appreciation for his hard work. The motion was voted on and approved by the Board.

9. IAPS 2011 Convention:

Diane said that there has been a question on how a PSC member proves that they are a member of PSC so that they can get a discount when attending IAPS. PSC does not issue membership cards. Diane said that she will ask Penny Creasy to send an email/letter which confirms that a person has a membership for those that request it.

10. Martha Clevenger:

Mike made a motion that we give \$50 donation to the Longmont Museum in Martha Clevenger's memory. The Board voted on and passed this motion. Verena will get information from Diane regarding this so she can send the donation.

11. Xmas Party Luncheon:

The Xmas Party Luncheon will be held at the Grill at Legacy Ridge on Dec 11<sup>th</sup>, 2010 at 12:30pm.

The meeting was adjourned at 12:30pm. Jane Christie will be doing a demo at today's meeting.

11/08/10

# Pastel Society of Colorado Balance Sheet Standard

As of October 31, 2010

	<u>Oct 31, '10</u>
ASSETS	
Current Assets	
Checking/Savings	
VectraBank Colorado	11,153.10
Total Checking/Savings	<u>11,153.10</u>
Total Current Assets	<u>11,153.10</u>
TOTAL ASSETS	<u><u>11,153.10</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	6,192.68
Retained Earnings	4,083.69
Net Income	876.73
Total Equity	<u>11,153.10</u>
TOTAL LIABILITIES & EQ...	<u><u>11,153.10</u></u>

11/08/10

# Pastel Society of Colorado Profit and Loss Standard

January through October 2010

	<u>Jan - Oct '10</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
PayPal	0.34
Awards - Exhibits/Shows	50.00
Commission	117.00
<b>Members Shows Income</b>	
Workshop Fees	480.00
Entry fees	<u>510.00</u>
<b>Total Members Shows Income</b>	990.00
<b>Membership Dues Income</b>	3,659.00
<b>Mile High National Shows</b>	
Entry fees	3,235.00
Workshop fees	14,250.00
Mile High National Shows - Other	<u>500.00</u>
<b>Total Mile High National Shows</b>	17,985.00
<b>Product Sales</b>	20.00
<b>Signature Membership</b>	<u>80.00</u>
<b>Total Income</b>	22,901.34
<b>Expense</b>	
Advertising	45.00
Awards for Exhibit/Show	192.59
Bank Service Charges	330.00
Dues and Subscriptions	175.00
<b>Meetings</b>	
Demonstration expense	1,025.00
Room rental	<u>391.00</u>
<b>Total Meetings</b>	1,416.00
<b>Members Shows</b>	
Judging	100.00
Awards	260.00
Workshop Expense	435.00
Members Shows - Other	<u>430.53</u>

11/08/10

# Pastel Society of Colorado Profit and Loss Standard

January through October 2010

	<u>Jan - Oct '10</u>
<b>Total Members Shows</b>	<b>1,225.53</b>
<b>Mile High National</b>	
<b>Publicity/Printing</b>	<b>592.83</b>
<b>Awards/Ribbons</b>	<b>1,773.71</b>
<b>Mile High National - Other</b>	<b>14,259.68</b>
<b>Total Mile High National</b>	<b>16,626.22</b>
<b>Newsletter</b>	<b>868.23</b>
<b>Office Supplies</b>	<b>17.45</b>
<b>Post Office Box Rental-Denver</b>	<b>44.00</b>
<b>Postage and Delivery</b>	<b>193.22</b>
<b>Printing and Reproduction</b>	
<b>Member Roster</b>	<b>216.79</b>
<b>Total Printing and Reproduction</b>	<b>216.79</b>
<b>Proceeds of Painting Sale</b>	<b>117.00</b>
<b>Professional Fees</b>	<b>203.58</b>
<b>Travel &amp; Ent</b>	
<b>Board Meeting Lunch</b>	<b>229.00</b>
<b>Total Travel &amp; Ent</b>	<b>229.00</b>
<b>Workshop fees &amp; expenses</b>	<b>125.00</b>
<b>Total Expense</b>	<b>22,024.61</b>
<b>Net Ordinary Income</b>	<b>876.73</b>
<b>Net Income</b>	<b>876.73</b>

Pastel Society of Colorado  
Actual vs. Budget Statement  
January 1 through October 31, 2010

**Ordinary Income & Expense**

	Actual	Budget	Variance	Proposed Budget 2011	
	1/1/ 10- 10/31/10	1/1/10 - 12/31/10	\$		
<b>INCOME</b>					
<b>General Program</b>					
Members Dues	\$3,659	\$7,500	\$3,841		
Signature Membership	80	70	10		
Adv. in Newsletter & Donations	0	70	70		
Misc.	187				
<b>Members Show</b>					
Entry Fees/Workshop Fees	990	1000	10		
<b>Mile High National Show</b>					
Entry Fees	3,735	7500			
Workshop Fees	14,250	7200			
<b>Total Mile High Natl. Show</b>	<b>17985</b>	<b>14700</b>	<b>3285</b>		
<b>Total Income</b>	<b>\$22,901</b>	<b>\$23,340</b>	<b>\$439</b>		
<b>EXPENSE</b>					
<b>General Program</b>					
Awards/Ehibits/Local Shows	\$193	\$250	\$57		
Dues & Subscriptions	175	150	25		
Mtg. Rooms East & West	391	1200	809		
Demos East & West	1025	1200	175		
Contribution Grand Junction		1000	1000		
Newsletter	868	700	168		
Adv. in Newsletter & Donations	45	70	25		
Office Supplies/Postage & Del.	255	1050	795		
Printing & Reprod. (Rosters)	217	300	83		
Acctng./QB Software/PayPal	203	488	443		
Board Mtg. Refreshments	229	150	79		
Website		110	110		
Signature Membership		15	15		
Other Misc.	572	0	572		
<b>Members Show</b>					
Judging/Awards	360				
Workshop/Misc.	866				
<b>Total Member Show</b>	<b>1226</b>	<b>1300</b>	<b>74</b>		
<b>Mile High National Show</b>					
Publicity/Printing/Postage	817				
Galleries Rental/ Reception	1550				
Workshops	14259	15000	1626		
<b>Total Mile High Natl. Show</b>	<b>16626</b>	<b>15000</b>			
<b>Total Expense</b>	<b>\$22,025</b>	<b>\$22,913</b>	<b>\$888</b>		