

**MONTEREY BAY METAL ARTS GUILD  
BOARD MEETING MINUTES  
October 20, 2013**

The board meeting of Monterey Bay Metal Arts Guild (MBMAG) was held at the home of Laura Howard in Los Gatos, California.

**President Elsa Etcheverry** called the meeting to order at 10:15 a.m.

**Attending Board Members:** Elsa Etcheverry, President; Toni Danzig, Vice President; Angela Gleason, Treasurer; Laura Howard, Secretary; Maggie Klepp, Director; Dorie Green, Director; Barbara Banducci, Director. Director Mary Luke was not present. Also present were members Penny Waller and Tese Mascari.

**(1) Treasurer's Report: Angela Gleason**

Angela provided copies of MBMAG Profit & Loss Budget vs. Actual From January through September 2013, which covers the first three quarters of 2013. (A copy of this document is attached to the official minutes for the record.)

Angela also provided copies of the proposed 2014 budget: "MBMAG 2014 Budget Draft," a copy of which is attached to the official minutes for the record.

**Consensus:** The board unanimously approved of the proposed 2014 budget.

**Action & Comments:**

The figures on this draft indicate that we need to maintain our present membership and a growth of at least 25 more members for next year.

**Toni Danzig** advised that **Paul Cheney** is ready to build two more bases for our display cases. However, he is trying to engineer a way to make these bases collapsible, so that they will fit into our present storage space and will be easier to transport. If he can achieve a workable plan for these bases, then he will reconstruct the other four bases into the collapsible model. The space saved in having collapsible bases will save the guild \$900.00. The proposed 2014 budget does not reflect this variable.

**(2) Secretary's Minutes: Laura Howard**

The board minutes of August 11, 2013, had been approved electronically.

**Consensus:** The board unanimously approved the MBMAG Minutes of General Membership Meeting of August 11, 2013, with appropriate changes.

**(3) Letterhead:**

The president asked Laura to contact **Linda Knudson** to design a letterhead for the guild that can be used digitally.

**Consensus:** This letterhead shall include the name of the guild, the logo, the post office box, and the website.

**(4) Insurance: Toni Danzig**

Toni advised that the guild purchased a binder with **Charity First** to cover liability on directors and officers (D&O) and on workshop liability. She is still looking at the coverage for business liability with **Hartford Insurance**, which might cost \$500.00 a year.

**(5) Exhibitions: Dorie Green and Toni Danzig**

**A. Museum of Art and History (MAH) "Mind, Heart, & Hand"** juried exhibit opens on December 6, 2013, and continues to February 4, 2014. The "drop-off" date is December 2. Toni and Dorie stressed the need for many volunteers. Docents are especially needed on December 6. Saturday, January 18 marks the date for workshops and lectures. Also a booth sale will be held in the atrium of MAH on that date. This sale is open to all members of the guild who pay the entry fee of \$25. Those who paid the application fee for the MAH exhibit are eligible to take part in the sale, whether they were accepted into the exhibit or not.

**Actions:**

(a) **Carol Holaday** will receive the final list of exhibiting artists from the jurors on November 29. She will take two or three days to turn it around and get the list to Dorie and Toni. Within a day or so of receiving this list, Dorie and Toni will send out announcements to those who were selected and those who were not

(b) Toni and Dorie advised that they want to do a 2-minute video of interviews with each of the exhibiting artists. These interviews will be interspersed with techniques.

(c) Dorie wants to design and develop a bound catalog highlighting each exhibiting artist with photos of and a short statement about the work, as well as a brief bio. Depending on the cost of reprints, this book could be made available to the artists and to the general public.

Each project of **(b)** and **(c)** above is still in the developing stage.

**B. Z-Folio Gallery “ Structure & Rhythm”: Dorie Green**

This exhibit is in Monterey from November 25, 2013, to January 6, 2014. The reception is Sunday, December 8 from 3-5 p.m.

**Actions:** **(a)** November 10—labels and records of the pieces to be made.

**(b) Angela Gleason** will collect the work and deliver it on November 16 and 17.

**C. Pacific Grove Art Center (PGAC)**

**Pat Evans** will chair an exhibit at PGAC in the fall of 2014.

**D. Possible exhibits in 2015**

Many Hands, PGAC, a collaboration with Metal Arts Guild of San Francisco

**(6) Guest Artist Report:**

Since **Mary Luke** was not in attendance, no report was made.

**(7) Protocol and process of registering for a guest-artist workshop or lecture: (Consensus)**

(a) Set a date and a time for signing up for a workshop;

(b) A week before that date, send out an email announcing the workshop and/or lecture, the number of participants that may enroll, and the cost for signing up;

(c) Also in this pre-released email, announce the designated date and time that members may begin to register and how to make payment into PayPal’s shopping cart.

PayPal records the date and time that payment is received. Members will be chosen on a “first-come” basis, established from PayPal’s accounts.

**(8) Co-sponsorship Policy: (Consensus)**

Whenever Monterey Bay Metal Arts Guild (MBMAG) and Seahawk Metal Arts Club (SMAC) decide to collaborate on a guest artist’s workshop or lecture, set guidelines shall be determined before initiating

the event. These guidelines include the distribution of tasks, funds, the gathering of supplies, and also the sharing of the risks involved.

**(9) Outreach Report: Elsa Etcheverry**

Elsa summarized the guild's outreach events in 2013: Make-a-Bracelet at the Makers Faire in San Mateo and during Papas festivities in Watsonville. The guild will also sponsor a "making" event in January at MAH during the "Mind, Heart & Hand" exhibit. Pendants, as well as bracelets, are possible crafts.

**Angela Gleason** advised that the Tannery is having an anniversary celebration on June 2, 2014. The guild could probably sponsor an outreach event during that time, as well as during the First Friday events each month at the Tannery.

**(10) Postcards: Elsa Etcheverry (Consensus)**

The board has decided on 2500 cards to be printed, each 5  $\frac{1}{8}$ "  8", printed by Jak and costing \$350 minus a \$50 discount, Elsa will email **Linda Knudson** and the two will establish the turn-around dates. Linda will contact the treasurer for payment.

**(11) Website: Barbara Banducci**

Barbara has redone the "join" page with the application for membership.

The board decided that next year—2014—if a party joins on November 1 or later, that membership would be honored through the year 2015. Payment before November 1, 2014, is for the year 2014 only. If no payment is made after March 1, 2014, that party is no longer a member and will be removed from the mailing list.

Barbara advised that **Cynthia Rand-Thompson** wants to change the web host to Word Press.

**(12) Winter Party/ General Membership Meeting:**

**Sunday, Feb. 16, 2014** Place to be determined

- Begins at one o'clock with the potluck lunch
- 1:30 announcements and short meeting
- 2:00 speaker

**(13) Next board meeting January 26, 2014, at 10:00.**

Place to be determined.

The meeting was adjourned.

**Laura Howard, Secretary**

**THESE MINUTES WERE APPROVED ELECTRONICALLY BY THE BOARD.**