

## Potomac Fiber Arts Guild (PFAG) Board Meeting, Sunday, October 22, 2017

Attending Board Members: Floris Flam (President), Helen Blumen (Vice-president/Programs), Dolly Perkins (Membership), Val Hildebrand (Newsletter), Elizabeth Cowley (Outreach)

Also attending: Ruth Blau (Equipment), Dori Hightower (Social Media), Janet Stollnitz (Yearbook)

Absent Board Members: Gayle Roehm (Treasurer), Esther Asaki (Secretary), Carla Gladstone (Librarian), Merle Thompson (PFAG Gallery chair)

Meeting called to order at 2:00 pm by Floris Flam at her house.

### 1. Programs (Helen)

Helen reported on progress lining up programs for 2017/2018. Contracts have not been signed, but negotiations are well along for programs and workshops on rug hooking, digital fiber design, stitchery, basketry, and textile manipulation. Helen will write articles on next year's programs for the March/April and May/June newsletters so that members will have an idea of what is coming before they renew their membership.

Charges to members for programs: We will look into increasing fees for extended workshops. These have been stable for a number of years while instructor costs have continued to rise. Workshop charges are increasingly dependent on member dues rather than participant fees, so we may want to rebalance this. Current prices for members average \$60/day per participant, well below the prices charged by others who sponsor workshops. We are considering raising the fee to \$80 a day. We will keep the current price for mini-workshops to encourage members to try new techniques. We will also advertise minis as for beginners so that members will be less likely to want to take both a mini and an extended workshop by the same instructor. We will remind members that hosts and class assistants are eligible for fee reductions.

We are in the process of revising our contract for instructors to clarify responsibilities and provide a more reasonable timeframe. We are setting dates for the instructor to provide publicity materials and supplies, food preferences for lunch, etc., closer to the date of the presentation rather than when the contract is signed.

All recent workshop participants have registered on the website rather than by

mail. We will therefore stop revising the website page for registering by mail that lists current workshops and instead have a generic registration form that won't need revision every time new workshops become available.

## 2. Guidelines for use of Guild's Facebook page (Dorie)

Dorie will write an article for the newsletter explaining how members can load images, etc. on the Guild's Facebook page. We want to encourage members to do this. It is OK for members to advertise exhibits and classes on our FB page. If it becomes a problem, we will revisit the policy.

## 3. Discussion of electronic distribution of the Yearbook including the Member Directory (Janet)

174 copies of the Guild yearbook (of the total of 332 designated for current members) have not been picked up by members at meetings and will have to be mailed. The cost of printing the Yearbook and mailing copies is approximately \$600. If we go to an electronic format, we will make sure all the non-directory information is on the website. We would format the directory information into a PDF document that would be in the Members Only section of the website. The current membership renewal form lets members opt out of listing in the printed directory. This would also be the case for the online directory.

## 4. Equipment—drum carder (Ruth)

The drum carder in our equipment rental collection is broken. A member has offered to donate her drum carder. We will give the broken one away, offering it first to Guild members.

## 5. Possible special show-and-tell for artwork made using items from Sharon Janda's estate (Diane Mularz)

We thought this is a good idea. We are asking Diane Mularz to write something for the newsletter outlining the idea and asking for a volunteer to coordinate the effort.[Diane, this doesn't need to go into the issue that is about to be published. I hope you can do something brief for one of the winter issues of the newsletter.]

## 6. Other announcements/updates

We will explore the possibility of raising Guild dues at a future board meeting.

We will look at changing the job of vice president/program chair as follows: The program chair will be a two-year position. In the first year, the incumbent would plan programs. In the second year, he/she would implement the programs. There would be a second person with an overlapping term, so that the

year that the VP for programs is implementing programs, the new person would plan for the following year. This would be a Board position only in the planning year.

We will also look at having a vice president without program duties with the idea that this person would become Guild president in their second year. This would therefore be a two-year term.

These changes would require by-laws changes.