

Contemporary Handweavers of Houston

Board meeting minutes: 04/21/2018

Location: CHH 2327 Commerce #106

Houston TX 77002

Members present: Susan Antrican, Diane Ferguson, Blaine Davis, Ann Stephens, DeeDee Woodbury, Fern Handler, Tracy Kaestner, Dinakar Iyer, Pat Powell, Carol Moseley, Theresa Rogerson.

Items/issues discussed:

1. Correction made to the amount spent on bulbs purchased (corrected to \$47.00 for 2; refer to the previous minutes). Approval of previous minutes.
2. Blaine Davis, the treasurer presented the balance sheet (dated as of April 20, 2018). Few of the highlights in the presented balance sheet include: a) some balance in dollar amounts in Chase Spenser fund. b) Increase in CHH monthly rent by \$150.00. c) Two scholars were presented with Tilly M Scholarship awards with an amount of \$250.00 each (total: \$500.00). The treasurer's report was approved by all the members.
3. CHH/ guild house: Susan has been trying to contact Ginger Bertrand (grant writer) about the submission of the grant. As there is a delay in submission, it was proposed that CHH could do the submission to various funding agencies using the information provided by Ms. Bertrand. A week after the board meeting, Ms. Bertrand did reply to Susan requesting more time be allotted to her to complete the submission process.
4. All guild members up to now are notified about their membership renewal 30 days prior to the expiry date. Henceforth, a second renewal reminder will be sent 15 days prior to the membership expiry date. Those members who do not renew their membership after the due date will be notified through group emails and will automatically be listed under non-member category.
5. As per Theresa, patrons advertising in CHH newsletter were being charged on the basis of page size requested. As CHH has shifted to a "Mail-chimp" mode of dispersing news of the activities to all the members, a new cost for advertising in newsletter will be worked out.
6. Tracy and DeeDee have come forward to act as "Program Directors" if no other member volunteers are ready to take up the same position.

7. Blaine Davis has been selected as a resident in fall' 2018 at the Icelandic Textile Center and he will talk about his experience during one of the CHH member meeting after his return.

8. DeeDee is trying to get CHH a permanent pop up location pin on Google map.

9. Individuals who need to use the CHH space for workshops (other than put forth by CHH) have to be CHH members. A member's request to use the guild house for children's activities was unanimously voted out by the board members. \$100.00 per day will be charged as fee for renting guild house for workshops. Study groups participants are members of the guild but do not pay for renting.

10. Diane would like to reserve a day at CHH towards the promotion of Girls Scout Day activities. She will finalize the month & day and notify Tracy, guild house director.

11. Online gallery needs more handwoven items for it to succeed as an avenue to make money for the guild. Pat would like to keep the online gallery open till Dec 2018 and then decide whether to keep it afloat.

12. Annual sale:
 - a) Members unanimously decided to add "Braiding" as a new item category and this category includes Kumihimo.
 - b) Sale days have been paired down to 2 days- Oct 26th and 27th 2018(10AM-5PM). Wednesday 24th -check in, Thursday 25th -set up and Sunday 28th -takedown.
 - c) A new entry fee rate was proposed and accepted. All 1st time participants and others with 10 items or less for sale will pay an entry fee of \$15.00. Participants with more than 10 items will pay \$30.00 as entry fee. 2018 Sale entry and volunteer forms and the rules for participants are posted on the CHH website.
 - d) Pat suggested using "Sign up genius", a free online software tool for event planning and volunteer management.
 - e) Many members suggested having an additional tabulation (in the sale items spread sheet prepared by Bob) showing the total number of items of a particular type (eg. Hand Towels) put up for sale by members and the final number(s) of that type (eg. Hand Towels) sold. This number can be tabulated using Microsoft Access software tool.

13. Classes and workshops: Molly Koehler's book binding and eco printing: completed with good attendance.

Rigid heddle class in May (D'Anne Craft) and Art of Transparency in June (Laura Viada): on schedule.

Wire weaving workshop (Not through CHH) by Christine Miller in September 2018.
Double Rainbow workshop (through CHH) by Jennifer Moore in October. Full with a waiting list. Plans are on to have 2 sessions of the same workshop to accommodate all participants.

Katazome workshop by Akemi and organized by Nadia Khan: Rescheduled for 2019.
Daniel Garver's workshop on Warp Ikat: Tentatively to be held in spring 2019.

14. 04/21/2018 board meeting deliberations accepted in full and adjourned. Next board meeting date yet to be decided.

Minutes recorded by Dinakar Iyer.