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## Board of Directors Meeting

August 21, 2017 (Mon)

07:30 pm – 09:30 pm (EST)

Directors Present: Holly Jacobs, Joe Crocco, Jay Russell, Leslie Jorritsma, Ken Clark

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### I. Meeting Open: (Ken)

- Welcome & Call to Order
- Discuss & Accept July 2017 Empire Minutes by Jay Russell, seconded by Holly Jacobs, all in favor 4, opposed 0.
- Review and approve agenda for August 2017: Approved

### II. Treasures Report: (Holly)

- Bank Balance: \$106,691.12
- Outstanding debt:
- Upcoming debt:
  -
- Actions:
  -
- Ideas for Holly replacement?
  - Holly write up Treasurer yearly process as starting point for new person.
    - How is the treasurers process coming? Holly working on completion.

### III. Standing Committees Reports:

- General: (Ken)
  - July 2017 Action Item Review:
    - Action: Ken to update Empire by-laws with ballot approval result and post to Empire website.
- Marketing: (Ken)
  - Website Updates:
    - Website updated to include new home page highlighting 2017 show and registration.
  - Monthly Eblasts to membership.
    - Leslie and Ken to create eblast to be sent regarding show..?
- Show: (Joe)
  - Review and Discussion:
  - Start 2017 Show discussion
    - Go live was August 10
    - Friday Night Dinner – Embassy Suites
      - Working with Embassy Suites to host Friday night dinner/auction
    - Other Food vendor:
      - Holly working with Coffee King to see if they can support the needs of hospitality room and lunch choices for the building during the show



- Show Program to be created by Suzanne.
- Live Auction (Lynn):
  - Brett K is onboard for Auction and Sat Seminar.
- Ken talked to Fairgrounds personnel and the Empire room will not be available after Oct 1<sup>st</sup> as it is going to be shut for renovation.
  - In addition, the Fairgrounds does not have a food vendor under contract to date that would service the dairy building. Not positive on timeline to complete that.
- Placing Yarn Booth with member store. In addition, place youth groups in fiber area for continuity. Requested by Cindy.
  - We will rearrange the building layout to accommodate the above requests.
- Sustainability: (Lynn)
  - Update: No updates this month.
  - New Items:
    -
  - Actions:
    -
- Fiber: (Leslie)
  - Update:
  - New Items:
    - Currently very little fiber available for yarn project. Some is at Ken's house in Empire trailer. Last opportunity to drop off for project will be at the Shades of Grey Event in September.
    - Leslie will ask Jill at the Fiber Factory to give us a quote for 1,000 pairs of inserts to be produced this year. The 1,000 gives the organization a price break.
  - Actions:
- Education & Youth: (Jay)
  - Update:
  - New Items:
    - 2017 Summer Seminars
      - Both seminars were very successful with attendees gaining knowledge and enjoying themselves.

#### **IV. Special Committees Reports: (Ken or Responsible Bd. Member)**

- Election Committee:
  - Two positions open – Holly, Kara
  - Candidates are: Kara, Holly, Kiki Perkins, Tim Pence
  - Timeline is:
    - At least 4 Candidate Names by August 12th
    - Candidate Bios in to Chair by August 19th, to be forwarded to Secretary
    - Ballots go out Approx. 8/29
    - Last Mail Date accepted 9/23 (mailed to accountant)



- Accountant sends results to me approx. 9/29 or earlier
- Plan to have in person board mtg. prior to Extravaganza to meet new directors and also vote on next year's officers so we can announce them at the Extravaganza. Just as we did last year.
- Discussion on candidates: **Section 8.3 Qualifications, Statement of Candidacy.** All nominees must be Members in good standing of the Association.

#### V. Meeting Close (Ken)

**Next Meeting to be Monday, September 18 @ 7:30 – 9:30**

**Jay Russell made a motion for the meeting to adjourn, Leslie J seconded the motion. All in favor. Meeting adjourned.**