

# California Society of Printmakers

Board of Directors meeting

Video conference call via Bluejeans.  
November 12, 2019 7:00 p.m.-8:30 p.m.

Present: Joanna, Zach, Nanette, Meg, Karen, Dan, Jami, Susan, Cynthia, Rozanne

Not Present: Carrie Ann, Peter, Robyn

## MEETING AGENDA

### I. OLD BUSINESS

A. Approve last meeting minutes- motion to approve granted

B. Follow up on Action items

1. Karen will follow through with informing Carrie Ann and Joanna about putting a disclaimer on submittable re: possibility of accepted applicant materials being pushed to social media

**½ way done**

Dan will email to Rozanne to write the listserv etiquette letter.

**Rozanne emailed it to board, but did not get sent out yet.**

**Second draft approved and will be sent out from Board.**

Dan will let Maryly know that she is not on the board of directors and request she send the PO Box key and the storage locker key to him.

**Need to get key when we are ready to move the space it will be swift.**

Nanette will get Zach the Bancroft contact person.

**Vague and not a great conclusion yet...**

Nanette will send email to board re: 2020 budget requests so that we can vote on 2020 budget next meeting

C. Budget process

#### **2020 Budget based on 2019 income and spending.**

This is a model which expects a similar income of the previous year.

Note: many admin costs go up a small percentage each year. This increase is not included here, just the 2019 costs.

Dues income for 2019 = \$12,165 (245 paying members)

New member application income = \$742

Commissions, journal sales, donations = \$227 (These are random income and probably shouldn't be included, but we will)

Print Exchange = \$175 (\$193 in 2019, \$150 in 2018 average)

All other income were fee based for specific activities and should not be included here.

Total for 2019 **\$13,309**

**Proposed 2020 Budget** allocations based on non-fee income from 2019 (although we can't count on this amount exactly)

**Journal \$4,500**

\$4,500 - \$5,000

**Note from Bob:** Rozanne had asked me about advertising, and it could be done. We would need to add 4 more pages (that's how it's printed ). All four pages would not have to be filled with advertising, we could use it for CSP event promotion. If i'm correct that would be about \$500 additional printing cost (i don't know if it would bump the mailing charge). It would only be worth it if advertising income were something like \$1000 or more. We would also need firm advertising commitments by December, since we start critical layout at that time.

**Exhibitions \$1200**

Davis exhibition (Joanna) \$200

Annual exhibition \$1000 if at Piedmont \$700 rental \$300 reception

**Special Events \$200**

Food and drink for 3 - 5 events \$200

Workshops/demos, if any, are historically self-funded through fees

**Recruitment \$200**

Recruitment postcard and mailing of packets to California College print programs: Rozanne will design and post

**Annual Meeting \$1,680**

Reception: \$300

Honorary Member Certificate: \$80

Honorary Member Travel, honoraria & per diem: \$1000 approximate guess

Location Rental: \$300 approximate guess

**Administration \$3,658**

City storage \$1707+105 (?) as prices went up

PO Box \$154

Tax Preparer \$45 (if I don't do it for free)

Tax and non-profit filings \$20

Misc office \$25

Board expenses \$200

Blue jeans \$149.90

Simplelist \$300

Submittable \$637.20 (This is a flat fee for the service. A percentage is taken from income as well)

Paypal fees \$420 (this is based on a percentage of PayPal income and is what we have paid thus far in 2019)

New Website (and existing through transition) will be covered by earmarked savings funds voted in 2018 and so not included here  
This leaves **\$1781 + winter portfolio fees** (we will know these on Dec.1)  
**Residencies** no request has been made  
**\$3000+ towards residencies**  
(in 2019, 18 applications at \$35 (\$32.26) generated \$580.68 income)

- D. Extraction
- E. Website

## II. NEW BUSINESS

### A. Bridge Artspace/Storage

Current storage unit is 5 x 7 for \$142.50 a month in Emeryville.

Bridge similar storage unit:

Inside Climate Control 5x7 \$85

Inside first floor, open ceiling: 4x6 = \$70; 5x5 = \$75; 6x6 = \$87; 5x8 = \$90

Peter's guess at our flat file size = 32" x 40" = 4 x 7 minimum space  
needed to open flat file inside of the space

Art Studio with outside French doors, white wall space 18 x 10, \$550 plus  
a non profit discount (5 - 10%)

Studio, French Doors, on Floor 1, 9 feet high

180 square foot

Natural light

Double glass doors

Secure Parking

Utilities Included

Landscaped grounds

Picnic area

Free coffee

Private Meeting Room

Close to rest rooms

Access to shared art studio, woodshop, gallery workspace

Benefits:

annual meeting space

annual members exhibition space (hung salon style)

board meeting space so that not all meetings are online

4 changeable member passes to use shared workspaces ie woodshop.

requires each individual user to take safety course

visibility in a location that is developing an art audience

possible studio uses:

white wall exhibition space 12 - 15 works of average size

rent to members for popup exhibitions/events

could install a press for member rental/use or another form of residencies

Needs:

Someone to manage the space  
probably curtains or blinds needed to limit sun damage to exposed prints  
as the space faces afternoon sun (don't know if the windows are UV  
treated)

B. Piedmont Annual show

**Reserve Piedmont for March !**

C. Graphic Arts Workshop and residencies new idea proposed by Dan

Ran the idea by a couple of long time members, and they seemed to think  
that the idea would be great! Main concerns would likely be:

-the residency would be largely, pretty unsupervised, so it would be  
appropriate to an artist already at least somewhat proficient in the  
medium they planned to work in.

-that the shop members would ultimately review the applications and  
choose the resident artist.

-that the fee for use of the shop be somewhat equivalent to at least \$300  
per month, if it's only 1-2 months.

-the shop would happily host a show of the resident's work in our  
exhibition area and help organize/promote a reception (though it's not  
exactly a gallery space).

D. Fundraising ideas

**Action Items**

- **Rozanne** finalize the list serve etiquette letter and have her send it out.
- **Dan** get key from Maryly?
- **Nanette** will get Zach the Bancroft contact person., check in again about this.
- **Luze (sp?)** come back as the new exhibitions board member
  - Joanna will contact her- moving away but being a part of the board in another capacity
  - Get committees together for individual areas of the board. They are not required to be a board member, an example would be Bob and the publication committee.
  - What do subcommittees look like for all of us going forward?
  - What are some advertisement ideas? Who can we get to advertise?

**Cynthia** would be an acting publication board member.

-Susan to help with suggestions of names and contacting people for advertising.

**Board moves to approve the Budget (?) once the portfolio fee's come in**

**Move residencies from 3 to 2, then the Graphic Arts be the 3rd option.**

**Or have residencies go every other year to save money.**

**Piedmont Show is a go for March 2020 for the 2019 Annual Show**

**III. Next Meeting December 10th and skip January meeting**