

Local Clay Notes

Minutes
Local Clay Board Meeting
January 15th, 2003

In attendance : Kay Irish, Frank Gosar, Don Clarke, Mary Hindman, Sue Huckaby, Susan Fishel, Rhoda Fleischman, Barbara Ward

Abbreviations : LC : Local Clay
 CF : ClayFest
 FFLC : Food for Lane County

Purpose of the meeting was to establish the FY2003 budget for Local Clay (LC). Frank and others explain that the past tact was to budget to the available cash in the account rather than to plan on spending money that was not yet actual (ie : FFLC donations, membership fees, CF donations, etc.). There is consensus that this appears to be a conservative approach to our budgeting process. The question of whether the approval of the budget is a Board decision or a membership decision is raised and discussed. The consensus is that as long at the Board's actions do not create a debt scenario for LC it can be a Board decision.

Susan distributed the LC budget numbers used in FY2002 and indicates that the current "check book" balance for LC was \$3376 (noting the LC and CF share the same checking account). Rhoda asks if this amount includes the \$300 that CF donated to LC in FY2002 and Susan indicates that it does.

Discussion focuses on the fact that one of CF's rationales is to support LC as a funding venue. Susan explains that CF is currently a break-even show and does not have residual funds. However; it is pointed out that CF pays for LC liability insurance, CPA and tax preparation costs, half of POB rent, applicable taxes, and the majority of the Treasurer's costs. Increasing the funding from CF to LC would require changes to CF (ie : increased booth fees, increased commission, and/or reduced budget/expenses) and this should be discussed at the upcoming CF budgeting meeting.

Susan explains that there was some difficulty in uploading/transferring all of her QuickBooks data to Barbara's system due to the difference in software versions. Discussion around need and benefits to LC purchasing a current copy of QuickBooks for use by the Treasurer also includes discussion of MAC versus PC versions. The discussion moves to the cost of the software versus its usable life and finally ends up with a budget item for \$175 being included for software.

The group agrees to keep an emergency fund of \$500 which will not be reflected in the individual budget numbers. There is a round-table discussion of the actual costs of

running LC last year and various individuals propose budgetary numbers for their areas for FY2003. The discussion of Clay in Education and Workshop funding comes up often and the group decides to work through the other “business” needs and then tackle the division of the remaining funds between the two areas.

Susan points out that Clay in Education currently has a carry-over of \$884 and Workshops has \$658. Discussion turns to the FFLC Empty Bowls donation and where it does or should go; however, since it is not “cash” in the checkbook the discussion is mute as we are only budgeting to what is currently in the account. It is pointed out that both venues are important as Clay in Education benefits the next generation of potters and Workshops benefit the current generation/membership.

After much discussion the group decides to divide up the remaining funds such that Clay in Education ends up with \$1173 and Workshops with \$1158 (see attached breakdown of the FY2003 budget). Rhoda points out that after paying for the two upcoming workshops there will not be enough in the budget for another large-scale out-of-towner-type demo. There is discussion about what type of workshop has not been covered and there is general consensus that a workshop on throwing would be good. Given the limited budget, Rhoda offers to try to locate someone from the Northwest area and several suggestions are made. Frank offers approach the UO Craft Center with a proposal to look at co-sponsoring more workshops/demonstrations noting that this would not only help the funding but also offer some alternatives for places to hold the workshops.

	FY2002	FY2003
President	\$25	\$25
Secretary	\$ 125	\$ 216
Treasurer	\$ 135	\$ 175
Clay In Education	\$ 725	\$ 1173
Liability Insurance	\$200	\$ 0
Membership	\$ 30	\$ 80
Empty Bowls	\$ 25	\$ 10
Workshops	\$ 800	\$ 1458
Assumed Name	\$ 10	\$ 20
POBox rental	\$ 19	\$ 19
Reserve	\$ 500	\$ 500
TOTAL		\$ 3,676

There is a call for any other topics and none is indicated. Kay moves that we accept the budget as developed (above) and Rhoda seconds. The vote is unanimous to accept the budget for FY2003 as presented.

(*) Change made when Susan Fishel discovers that \$300 from ClayFest had not been accounted for in the Local Clay funding.