

Helen Anderson, Finance & Accounting Manager
Board and Staff Report
October 1, 2022 – May 23, 2023

2023/2024 Budget

- The 2023/2024 Budget Template will be prepared with the assumption that we will have an On Site conference in Richmond.
- Our objective is typically to present semi-final budget to full board during June board meeting and have authorized budget before board meeting adjourns at end of week.
- Some of the largest unknowns are in the Conference budget. We will be working with Eric Kretschman from CMI to determine if we can reduce Audio Visual costs for the conference.
- Conference Revenue projections include a price increase for all membership types and all conference passes. Attendance is always an unknown, particularly since our 2020 canceled conference. Both a moderate and a more optimistic conference attendance increase are shown as revenue options.
- All board and staff members will receive a copy of the authorized budget once finalized.

April 2023 Financials-Preliminary (attached)

Notable Items:

- NCECA is carrying over Deferred Revenue from the 2020 conference to 2024 in the amount of \$115,878. We anticipate this balance to be mostly depleted by the end of the Richmond conference.
- NCECA is awaiting a \$37,000 Grant from NEA for 2023. Funds are typically received in Sept/Oct but apply to fiscal year 2023.
- Still awaiting several conference reimbursements and June 2023 Board meeting expenses have not been paid.
- Several exhibition expenses still to post for artwork commissions and shipping from Cincinnati.

NCECA Investment Portfolio April 2023

- NCECA's month end investment summary portfolio dated 4/30/2023 is attached. The portfolio was up 7.20% YTD with a balance in investments of \$3,192,872 as of April 30, 2023.
- NCECA does not budget for Investment Gain/Loss. As of April 30, 2023 the investment portfolio showed an unrealized gain of \$283,847 and interest income of \$32,200.

Year End

- NCECA's fiscal year-end is June 30, 2023. All budget managers and/or board members are asked to submit outstanding invoices pertaining to the 2022-2023 fiscal year. NCECA uses Accrual system of accounting. All expenses (and revenue) that pertain to this fiscal year end must be accounted for in fiscal period ending June 30th.

Annual Audit

COMBINED NCECA BOARD AND STAFF REPORTS MARCH 1, 2023 – MAY 24, 2023

- NCECA's annual Audit will begin in August for period July 1, 2022 through June 30, 2023.
- Tandem CPA's (previously Flewelling & Mitton), who performed our audit over the past several years, will no longer perform audits. Artesian CPA, recommended by Kris Flewelling, will perform our audit and file our 990 this year.

ACTION ITEMS:

1. Please send all outstanding invoices and revenue to Helen as soon as possible and/or make her aware of any outstanding items pertaining to fiscal year end June 30, 2023.

Respectfully Submitted by Helen Anderson, June 2023

Please contact me at helen@nceca.net

PJ Anderson, Director at Large
NCECA Board Report
March 1 – May 23, 2023

2023:

Attended board meetings, Collaboration and Engagement meetings, Programming duties, Multicultural Fellowship Welcome planning team, Fellowship & Awards committee, Communications Committee and Gallery Expo Planning. Attended NCECA conference in Cincinnati. Volunteered at the help desk and the community lounge.

- Member of the Collaborations and Engagement Committee.
 - Researching and connecting with organizations that fall within the C&E mission statement.
 - Sourcing and contacting groups for Cultivating Community Instagram project
 - Co-ordinating speakers and facilitators for Cultivating community.
 - Facilitating the open C&E meeting in Cincinnati, Oh.
 - Took notes and welcomed guests.
 - Presented at the conference with Heidi Mackenzie about Cultivating Community and the C&E.
- Gallery Expo- coordinator and Facilitator.
 - Coordinated Gallery Expo set up, tear down, fielded questions, offered support.
 - Coordinated Gallery Expo talks.
- Multicultural Fellowship Welcome planning team
 - Aided in the planning and execution of the meeting.
 - Was available for fellows during the conference.
- Attended openings and talks.
- Attended open board meeting.

Respectfully submitted by PJ Anderson
Contact me on pj.nceca@gmail.com

Michelle Castro, Director at Large
NCECA Board Report
March 1- May 23, 2023

Executive Committee:

- Diversity, Equity, and Inclusion discussions
 - Program and Training
 - Meetings, emails, zooms gathering data for implementing DE&I

International Residencies Evaluation: Reevaluation to assess current economic impact on program:

- Relevant costs, room, board costs research
- Transportation
- Current fees and tuition
- Process
- Opening a dialogue with residencies- reevaluating due to inflation

Emerging Artists:

- Assessing Jurors
- Discussion of process
- Calendar/timeline assessment

Collaboration & Engagement Committee

- In discussion with other members regarding mentorship for the Multicultural Fellowship process.
- Collection of mentor contribution for Multicultural Mentorship Program

Maintained regular practice of meeting attendance, keeping up with correspondence via email, zoom, or phone.

Respectfully submitted by Michelle Castro
Contact me on michelle.nceca@gmail.com

Adam Chau, Director of Exhibitions

Board Report

March 1 - May 23, 2023

1. Continued meeting with the K12 Task Force - after the most recent conference, the K12 Clay Exhibition Foundation board tells us they are optimistic for renewed resources to their organization. NCECA will share comments from the community about the K12 exhibition.
2. The curator for the NCECA Annual Exhibition has been chosen to be two people in Richmond that are closely associated with the venue. The call-for-entry deadline has been pushed to August.
3. NJSE curators are April Felipe and Jennifer Zwilling.
4. Continued discussions with the Multicultural Fellows Exhibition venue and brainstorming ways to expand the program to accommodate a larger venue.
5. The Annual and MCFE exhibitions will be on exhibit much longer than the conference days.

For the good of the board:

Continuing to attend virtual and physical events to network and consider people in the field to serve as jurors for exhibitions. My podcast, Trade Secret, will conclude its second season this summer with interviews that look at and detail the variety of professions in ceramics.

Continued curation at the arts council includes NEA funded exhibitions for migration, titled Crossing Borders (Fall 2023), and free-standing architectural sculptures, titled Futures (Fall 2024); which includes many artists practicing in ceramics.

Respectfully submitted by Adam Chau, Exhibitions Director

Please contact me at exhibitions@nceca.net

Patsy Cox, Steward of the Board
NCECA Board Report
March 1 - May 23, 2023

- Onboarding. Onboarding. Onboarding. Revisited Guide to the Board, By-Laws, Strategic Plan and related documents. Getting acquainted with tools and methods of internal communication and processes. (*Jamboard, Base Camp etc.*)
- Participate in weekly Leadership Organizational meetings, as well as Full Board, Committee and Task Force meetings. Getting up to speed with the workings of the board and staff.
- Preliminary conversations on future conference venues and sites with incoming President-Elect.
- Met with the Secretary of the Board to onboard the new Director at Large.
- Reviewed Fellowship Reports for reimbursements.
- In process of reviewing programming submissions for June board meeting discussions.

Respectfully submitted by Patsy Cox, Steward of the Board
Please contact me at patsycoxnceca@gmail.com

Edith Garcia, Managing Director of Marketing and Communications
NCECA Staff Report
October 1, 2022 - May 23, 2023

General

Administrative Duties associated with the Managing Director of Communications position
Strategic long-term planning and implementation of marketing that reflects NCECA brand values.

Development/Implementation of long-term strategies for diversified programming, marketing, and representation of membership, and global communities, across NCECA's Social Platforms

Communications

Communications Strategies in collaboration with the Executive Director, Social Media Curator, and Board of Directors

Strategic communications, branding, and marketing for the 2023 Conference *Current*

Development of branding, marketing, and content creation for 2023 NCECA Cultivating Community

Collaborated in the development of 2024 Sponsorship Packets

2023 NCECA *Current* Conference, Cincinnati, Ohio <https://nceca.net/2023-current-conference>

Participation in live in-person programming, organization, and implementation of the 2023 *Current* Conference. Oversaw in-person logistics for video content and promotion of live events during the conference period. Management of conference strategic marketing initiatives for daily speakers, exhibitions, and promoting live events in Ohio.

- Work collaboratively with NCECA's Designer, Executive Director, and Motion Graphic artists to develop and implement branding for the 2023 Conference across platforms
- Design and development of planning for the NCECA 2023 Conference App
- Work collaboratively for the creation of a cohesive conference-branded marketing presence across all social media platforms
- In-Person attendance and event management in Ohio, worked collaboratively with CMI and technicians to generate live on-demand video content
- Responded to in-person communications and marketing needs during the conference
- Delivered New Attendee presentation on-site for new conference audiences
- Working with NCECA video editor to create professional branded recorded sessions for release on YouTube and website platforms.

Annual Appeal Marketing Campaign

- Worked collaboratively with Executive Director to develop and implement a strategic Marketing Campaign to encourage donations for the Annual Campaign on the NCECA website welcoming +800 contributions
- Creation of video series that highlighted NCECA Member Silvia Alvarez Ritterling

- Collaborated with Communication Team on sending out e-newsletters, and social media posts at peak times to establish engagement for the fundraising campaign

NCECA Social Media Platforms and Website | nceca.net

- Design, maintain, and develop NCECA's website year-round and re-design to correspond conference brand identities each year
- Migration and archiving are in progress on the previous website
- Continued development of on-demand purchases on the website
- Growth Analysis of Audience on NCECA Instagram, Facebook, YouTube, and Twitter
Social media accounts: (For detailed breakdown refer to Social Media Curator Report)

Instagram | May 2023: 52.8 | Oct 2022: 45.5k | May 2022: 45.1k

YouTube | May 2023: 7.38k | Oct 2022: 6.5k | May 2022: 6.27k

Facebook | May 2023: 18,785k | Oct 2022: 18,584k | May 2022: 17,675k

Twitter | May 2023: 5,077k | Oct 2022: 5,258k | May 2022: 5,250k

2023 Cultivating Community (<https://nceca.net/cultivating-community>)

- Created the 2023 Cultivating Community website page
- Worked with NCECA's video editor to create video content for the 2023 Cultivating Community event

Respectfully submitted by Edith Garcia, Managing Director of Marketing and Communications
Please contact me at communications@nceca.net

Joshua Green, Executive Director
Board and Staff Report
March 1, 2023 – May 23, 2023

2023/2024 Budget

- Worked with Helen Anderson on development of the 2023/2024 Budget Template. Held conferences with key staff and board members to produce a budget to share with Finance and Executive Committee's prior to June Board meeting in Richmond.
- Worked with Helen Anderson, Rhonda Willers, and Rick Rogers to develop charts and graphics to better relay fiscal narrative and advance shared understanding of major trends influencing NCECA financial history and performance.
- Developed revenue projections to balance budget in light of rising costs and delayed response to economic trends.

2023 Conference and Exhibitions Follow-up

- Received and organized return shipment of conference cargo and pedestals in NCECA warehouse.
- Drafted and mailed 200+ personalized letters to all conference presenters and key volunteer coordinators and sent payments.
- Developed post conference assessment with staff and key volunteer coordinators.
- Worked with Kate Vorhaus and Tammy Lynn to resolve return shipments and insurance claims from cornerstone exhibitions.
- Mailed 60+ publications from conference warehouse stock to prepurchasers, presenters, etc.

Grants and Follow-up

- Received notification of successful response to 2024 NEA proposal. Responded to award letter by submitting revised project budget and other required forms to secure \$35K award.
- Represented NCECA at Lowe Foundation Fellowship exhibition at Noguchi Museum and made contact with leadership.
- Researched additional foundation opportunities for future exhibitions.
- Coordinated with host venues of 2023 cornerstone exhibitions to secure photo and video documentation of exhibitions for use in 2025 NEA proposal, due in July 2023.

2024 Conference and Exhibitions

- Reviewed past proposal review criteria and re-wrote assessment rubrics with greater detail. Shared and edited with key staff and board members.
- Met with onsite conference liaisons on branding progress and continued to refine branding with Edith Garcia and David William.
- Met with leadership of University of Richmond Museum to respond to withdrawal of 2024 Annual curator and developed a plan of action with new co-curators.
- Offered edits to co-curator exhibition thesis.
- Met with leadership of Black History and Cultural Museum to refine agreement for 2024 Multicultural Fellowship Exhibition.

2025 Conference

- Met with onsite conference liaisons to work on ideation for 2025 conference themes.
- Drafted support paragraph for current leading theme.
- Responded to onsite liaison questions and ideas through conference calls and email correspondence.

Management and Capacity Building

- Worked with retiring team member Kate Vorhaus to map out current project and job responsibilities in detailed google sheets file.
- Developed agenda for and implemented team staff meetings in Louisville, CO with Rhonda Willers and Shoji Satake to evolve work roles and identify needs for new staff.
- Met with staff members individually and collectively to clarify directions for team development.
- Drafted job description for Development Manager
- Investigated project planning software and made decision to adopt Asana platform.
- Conferences with AMS and CRM system developers to determine future course of action for integration of SquareSpace website with membership interface.
- Conferences with development advisors connected with Pittsburgh Foundation on planned giving and role of community foundations.
- Met weekly with presidential cycle, conference manager, programs director
- Led weekly staff meetings
- Updated lease on Pittsburgh warehouse
- Updated license on CaFE exhibition entry system
- Outreach and communication with Jessica Spradley co-principal of [Care Based Leadership, LLC](#) on development of multi-year relationship on DEIB training, metrics modeling, communications, and strategic planning.

Communications with NCECA Members and the Public

- Participated in interview with New York Times correspondent, Ainara Tiefertaler, on development of article on rising interest in ceramics.
- Participated in interviews with NCECA member participating in advanced degree in nonprofit and organizational management.
- Participated in tenure and advancement reviews of two NCECA members (continuing).
- Participated in presentation with James Watkins at American Museum of South East Texas. Wrote exhibition guide essay.
- Responded to various and sundry email correspondence about program endangerment and development.
- Communications with Chanda Zea on future of Green Task Force
- Correspondence with American Crafts Council on linked communications efforts
- Regularly reviewed and edited NCECA eNews Communications

Respectfully Submitted by Joshua Green, June 2023
Please contact me at josh@nceca.net

Jacqueline Hardy, Registration and Office Manager/Membership Coordinator
Board and Staff Report
October 1, 2022- May 23, 2023

- Fundraising and Development
 - ❖ Collaborated with staff to manage Appeal donations for drawing
 - ❖ Tracked SquareSpace donations and prepared spreadsheets to import and enter into MemberSuite database.
 - ❖ Create donor reports
- *MemberSuite* Registration and Membership Management
 - ❖ Set-up registration for the 2023 Cincinnati In-person registration
 - ❖ Managed the online user portal for membership, donation, and registration.
 - ❖ Collaborated, supported and trouble-shoot with NCECA members and staff via email and phone regarding membership, website and conference registration issues with MemberSuite AMS.
 - ❖ Sent out monthly membership renewal reminders
 - ❖ Processed and entered NCECA memberships and individual and school group conference registration via email and phone.
 - ❖ Provided Board Secretary with active member reports for voting.
 - ❖ Prepared and coordinated along with staff members the operation of mailing out of approximately 100 Member Journals and 75 Exhibition catalog post-conference. ❖ Current active members: 4600
- Onsite Registration Management; Duke Energy Convention Center, Cincinnati, OH
 - ❖ Served as Registration Manager for the 57th Annual Cincinnati, OH conference: *Current*, March 15—18, 2023
 - ❖ Collaborated with the badge printing system, American Tradeshow Services (ATS) the production of Print-on-Demand name badges.
 - ❖ Attended weekly production meetings with ATS representatives; troubleshooting issues and suggested solutions with team
 - ❖ Hired three onsite registration staff members prior to conference
 - ❖ Implemented and trained staff on the MemberSuite Database and new ATS badge printing platform; Trained and delegated tasks to registration staff to ensure registration performed efficiently
 - ❖ Coordinate and communicated with NCECA and Temp staff their required onsite duties and schedule
 - ❖ Troubleshoot Online and Onsite membership and registration discrepancies
 - ❖ Registration total 5303; (More demographics and statistics upon request)
 - ❖ Managed Collector Tour registration; Total 23 attendees

- Office Administration and Operations
 - ❖ Overall daily organization and maintenance of Office Evolution Boulder office and virtual office duties and tasks to keep a efficient work environment.
 - ❖ Collaborate with Financial Account Manager to ensure financials are reconciled and provide reports when needed
 - ❖ Monitor and reconcile all accounts receivables
 - ❖ Online Store management and order fulfillment
 - ❖ Complete bank deposits
 - ❖ Order supplies for staff and office
 - ❖ Snail Mail retrieval and distribute to staff from Office Mailbox

Respectfully Submitted 5/23/23 by Jacqueline Hardy
Please contact me at Jacqueline@nceca.net

Alex Hibbitt, Secretary
NCECA Board report
March 1– May 23, 2023

- I took the minutes at the board meetings on February 21, 2023 and April 4th, 2023. At the 2023 conference, took the notes at 50 friends on March 16th and recorded the minutes for the Open Board meeting/listening session on March 18th.
- Met regularly with Rhonda Willers to prepare for Board meetings
- Executive Committee April 8th - collated the minutes from recording and furnished notes.
- Co-Chair of the ad hoc fellowship review committee working on 2 new fellowships and reviewing language to make fellowships more accessible.
- Collected and compiled Board and Staff reports.
- As GTF board Liaison attended a number of Green Task Force meetings, At the 2023 conference, I assisted with the exhibition set up and worked the GTF booth.
- Oversaw NCECA Board Voting during board meetings and in Survey Monkey.
- Met with the Community Culture Committee leading up to the conference.
- Attended the 2023 Conference in Cincinnati, hosted shifts at the community Lounge, help desk and emerging artists' booth at Expo.
- Oversaw the 2023 Director at Large and Student Director at Large Elections through Survey Monkey. Worked with Josh, Allyson and Edith on messaging.
- Worked with Board Steward on Onboarding new Board members
- Worked on editing the Guide to the Board.
- Participated in Program Review for 2024 conference proposals.

Motions:

February 21, 2023

The board unanimously passed the **Motion:** To approve the nomination of Antra Sinha as the 2-year On Site Conference Liaison for the 2025 conference. (Moved by Rick, seconded by Simon.)

The board unanimously passed the **Motion:** To approve the nomination of Horacio Rodriguez as the 1-year On Site Conference Liaison for the 2025 conference. (Moved by Rick, seconded by Ife.)

The board unanimously passed the **Motion:** To approve the nomination of Patsy Cox as Board Steward for the 2024-2026 term. (Moved by Alex, seconded by Heidi.)

(Each board member below stepped out of the meeting during the vote to allow for discussion.)

The board unanimously passed the **Motion:** To approve the nomination of Ife Williams as Programs Director for the 2024–2027 term. (With a one-year mentee period from 2023-2024). (Moved by Alex, seconded by PJ.)

The board unanimously passed the **Motion:** To approve the continuance of Alex Hibbitt as Board Secretary for the 2023-2026 term. (Moved by Rick, and seconded by Michelle.)

The board unanimously passed the **Motion:** To approve the continuance of MaPó Kinnord as Governance, Advocacy and Policy Director for the 2024-2027 term. (Moved by Michelle, seconded by Rick.)

The board unanimously passed the **Motion:** To approve the continuance of Heidi McKenzie as Collaboration and Engagement Director for the 2024-2027 term. (Moved by Rick, seconded by MaPó.)

April 4, 2023

The board ratified the Director at Large Candidates and moved to support the nominations of the Student Director at Large candidates for the 2023 elections.

Respectfully submitted by Alex Hibbitt, Board Secretary
Contact me on secretary@nceca.net

Allyson Hoffelmeyer, Programs, Events & Engagement Specialist
NCECA Staff Report
October 1, 2022 - May 22, 2023

- Participated in all staff meetings
- Served as customer support on a daily basis for incoming calls and emails
- Assisted staff and board with various projects as needed
- Participated in continual training for Higher Logic integrated platforms
 - Created, reviewed, and transmitted messages:
 - E-news October 2022 - May 2023
 - Annual Appeal Campaign November 2022 - January 2023
 - Smaller, personalized mailings to specific groups for other Staff and Board members - ongoing
- Proofread prospectus and tested application forms for fellowships, awards, and other calls for submissions
 - Continual technical support was provided for calls
- 2023 Annual Conference
 - Programming
 - Attended weekly Programming Team Meetings
 - Reviewed the second round of proposals submitted for the Fall deadline
 - Maintained presenter tracking information for internal use
 - Continual monitoring and organizing of submitted presenter materials
 - Organized and submitted presentation information for the conference app
 - Attended meetings for the app October 2022 - February 2023
 - Journal
 - Organized and reviewed submitted files to send to the Editor
 - Organized edited files to send to the Designer
 - Communicated with presenters/authors about their articles
 - Attended regular meetings with Publications Team
 - Proofread and assisted with the publication review process
 - Resource Hall Coordinator with Kate Vorhaus
 - Finalized Resource Hall floor plans and Packet with Kate
 - Transmitted hotel advance notice message
 - Determined space assignments
 - Updated and transmitted Exhibitor Survey
 - Created Resource Hall General Interest Survey
 - Registration
 - Reviewed registration pricing options, policies, and questions with staff
 - Tested registration module
 - Continued support throughout the pre-registration process
 - Assisted with and attended training for temporary registration staff
 - Attended training for new onsite badge printing system with ATS
 - Onsite
 - Registration Support
 - Helped unload and organize office supplies and merchandise

COMBINED NCECA BOARD AND STAFF REPORTS MARCH 1, 2023 – MAY 24, 2023

- Provided support to attendees throughout the conference and processed registration payments
 - Met with drayage company and exhibitors in the Resource Hall
 - Assisted with Programming as needed
- Collaboration and Engagement Committee
 - Attended meetings October 2022 - April 2023
- NCECA Green Task Force
 - Attended meetings October 2022 - April 2023
- 2024 Annual Conference
 - Presentation Proposals
 - Worked with the Programming Team to review and update the call for presentation proposals
 - Updated prospectus for each presentation type
 - Created publicly published checklists and rubrics
 - Built the call applications within Membersuite
 - Tested each application
 - Created searches for the applications to used be used in the review process
 - Prepared proposals for review by the Board
 - Attended ongoing meetings and demonstrations with potential badge printing and event registration platforms with other staff members

Respectfully submitted by Allyson Hoffelmeyer, Programs, Events & Engagement Specialist on May 22, 2023

Please contact me at allyson@nceca.net

MaPó Kinnord, Governance, Advocacy, and Policy Director
NCECA Board Report
March 1- May 23, 2023

Summary

Pre-Conference – Full Participation in scheduled board and committee meetings.

Continued participation of NCECA governance including Board DEI Breakout Groups and report assignments

Conference - NCECA 2023 Cincinnati Conference: exhibitions, meetings/gatherings, and conference presentations – Hosting Clay Conversation with Isaac Scott – Participation in video documentation project by NCECA communications directors Edith Garcia

Post-Conference – Completion of DEI report assignment “Prep for DEI training/review” with Michelle Castro and Collaborations and Engagement Committee engagement (see below)

Collaborations & Engagement

Attend and participate in scheduled meetings. Including regular check-ins with Heidi to coordinate C&E projects.

NCECA Instagram Live with Bing Davis

Creation of a Drive Folder with a variety of forms to be used in service of the committee and community engagement including *C&E Cultivating Community Forms

Participation in pre-board engagement event for DEI Breakout Group: Priority #1 Developing a clear, open and active DEI Policy with a supporting strategy.

Continued review of GAP position objectives with progress and action plans

Continued focus of concern: The dominant issue of addressing GAP objectives in diversifying NCECA leadership and general membership is the role of communication with NCECA membership and the gathering of relevant data.

Progress made in the creation of a series of videos designed to educate members and future members about individual NCECA experiences of prominent NCECA members. Members documented recounting their memorable conference experiences included a diverse group of ceramic artists (age, sex, cultural background and media expression)

Previous Recommendations - Further progress to be made in the following.

Creations of video information including Invitation to join the board and information on board positions (by current board members)

A series of videos designed to educate members and future members about the history and goals of NCECA needs to be produced. This will include an outline of skills and commitments through board training videos on the website.

Creation of a PSA to be viewed on the NCECA web site.

Changed Objective: Obtaining DEI certification is being replaced by the recommendation of hiring Care Based Leadership, LLC <https://carebasedleadership.org/> Note: DEI report assignment “Prep for DEI training/review” with Michelle Castro was issued by the board in response to future engagement of the company.

For the good of the Board

Continued development and hosting of local (New Orleans area) ceramics community engagement – Host and attend meetings. Creation of a GoFundMe project for NCECA member Sana Musasama <https://gofund.me/7406b0dd>

Regular promotion of ceramics and NCECA events on my personal social media sites

Continued studio practice including completion of adobe bricks and tiles for Bolivian artist Carolina Aranibar-Fernandez art installation Multi-layers for New Orleans's Contemporary Art Center.

Respectfully submitted by MaPó Kinnord,
Please contact me at mkinnord.nceca@gmail.com

Stacy Larson
Student Director at Large (2022-2024)
NCECA Board Report
March 1- May 23, 2023

Regularly Scheduled Board Meetings

- Attended all zoom and in-person meetings

2023 NCECA Conference Student Portfolio Review

- Outreach to Mentors and Students
- Organized Mentor & Student Google Sheet Sign-up

2023 NCECA Conference On-site

- Coordinated Student Portfolio Review Room at Conference
- Assisted Help Desk
- Attended NJSE Reception and Award Ceremony

2024 NCECA National Juried Student Exhibition Preparation

- Meeting with Dina Perlasca to review duties and organization of NJSE
- Research potential jurors for 2024 NJSE

For the Good of the Board

- Participating in a 2-month artist residency at Red Lodge this summer
- Taking a workshop at Watershed in August

Respectfully Submitted by Stacy Larson, Student Director at Large (2022-2024)
Please contact me at stacy.nceca@gmail.com

Tammy L Lynn, NCECA Conference Specialist
Staff Report
October 2022-May 2023

Advertising /Sponsorship

- Created Sponsorship and Advertising options with Josh and Edith
- Organized, sold, and tracked advertising/sponsorship sales.

Annual Appeal

- Pulled together, organized, and refined the mailing list for Annual Appeal.

App

- Worked on the development of a new smartphone app with the team.

Collectors Tour

- Assisted with creating a collector's tour itinerary.
- Acted as staff support for the Collector's tour.

Conference On site

- Spent most of my time troubleshooting issues as they arose.
- Programmed push notifications during the conference as needed.
- Oversaw the volunteer program.
- Periodically checked in with area coordinators to make sure they had the materials and volunteer help they needed.
- Cashiered at the Cup sale Friday morning.
- Helped with the Collector's tour when needed.

Database

- Stay familiarized and active within the NCECA database, MemberSuite.
- Researching potential databases that are more user friendly.

Exhibitions

- Compiled and organized exhibitions for Program guide, smartphone app and website.
- Acted as main contact for all exhibition organizers and venue contacts.
- Created multiple correspondence templates.
- Updated Exhibition Schedule and Best Practices document. Making it a priority to encourage the use of it.
- Working with Kate to learn and take over management of Cornerstone Exhibitions

Exhibition Buses

- This year I created the exhibition bus routes and flew out to Cincinnati to drive them.

Green Task Force

- Participate as a staff liaison committee member attending meetings and assisting with questions.

Program

- Worked on creating the conference program schedule with Chanda, Allyson, and MeLisa.
- Met weekly with the group to troubleshoot and discuss all things related to conference programming.
- Created the program listing for website and program guide.

Registration Pre-Conference

- Helped people register for the conference and answer any questions regarding the conference.

Volunteer Management

- Created all volunteer positions (164 total positions composed of over 500 assignments total)
- Worked with Edith to create a Volunteer webpage.
- Created a volunteer call in MemberSuite.
- Created a new volunteer sign up system which was successful.
- Recruited and registered volunteers.
- Worked with area coordinators (Cup Sale, Project's Space, Maker's Space, etc.) making sure they had the help they needed.
- Created two new supervisory positions – Registration Volunteer Supervisor and Help Desk Volunteer supervisor.
- Brought in two new annual Volunteers: Margo McCoy (Demo) and Kaity Asimos (Programming Coordinator)
- Processed refunds of Volunteer deposits.
- Created and sent out a Volunteer survey.

For the good of NCECA

- Active member of the Boulder Potters Guild
- Manage the arts sales at a coffee shop in Niwot, Colorado. I curate and oversee the display and sales of mugs/cups/tea bowls made by about 25-30 local potters living in Boulder County.
- Member of the Boulder County Arts Alliance, Denver Art Students League
- I keep a studio practice working in earthenware and show at multiple exhibitions and venues throughout the summer and fall.

Respectfully Submitted by Tammy L Lynn, May 22, 2023

Please contact me at tammy@nceca.net

Heidi McKenzie, Director of Collaborations & Engagement
NCECA Board Report
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Co-Chair, MaPó Kinnord and I soft-launched the Insta Cultivating Community initiative on March 3 at noon EST. This initiative is planned to be a monthly point of connection for community and bring to a larger stage/audience some of the great work that is happening in the DEIA clay community. Each month a different organization, educational institution, gallery, community group, collective, etc. will present on the @NCECA platform (with a potential 52K followers).

Cultivating Community Instagram First Fridays

April 14th, MaPó Kinnord facilitated a conversation with Bing Davis of Shango Arts. On May 2, PJ Anderson facilitated a conversation with Elise Nadeau of The Edge Cultural Centre and Gallery in Winnipeg, Manitoba. These 20-30-minute recordings are available for replay on @NCECA and we are working towards finding an online home for the program on NCECA's website. PJ Anderson is steering the subcommittee working on this programming initiative, alongside Lauren Sandler, Ray Gonzales, Karla Garcia, MaPó Kinnord and myself.

Collaborations & Engagement Meet and Greet, Cincinnati

In preparation for the Cincinnati Currents 2023 NCECA conference, as Co-Chair of the Collaborations and Engagement Committee I prepared the agenda and itinerary for our second annual Collaboration and Engagement Meet and Greet that took place in Cincinnati on Friday, March 18th. The suggestions and recommendations that came out of that meeting are being prioritized and organized into immediately implementable, medium-term goals/objectives, and items for discussion with the board for future actions.

Multicultural Fellows Stewardship

I attended the conference in Cincinnati, March 14-18, 2023. I worked alongside my NCECA colleagues, Rhonda Willers, Antra Sinha, Michelle Castro and Ife Williams in preparation for conference. We organized the Multicultural Fellows in-person orientation (Multicultural Fellows Welcome) and mentorship meeting. I also took a group of approximately twelve of the 2023 Multicultural Fellows to the Cincinnati Museum of Art for an onsite visit that included personal engagement with Philadelphia-based, Roberto Lugo – who was onsite creating works and working with community in Cincinnati.

National Museum of the American Indian Partnership Building

Working with Rhonda Willers, NCECA's President, who facilitated a meeting with the National Museum of the American Indian (part of the Smithsonian museums in Washington D.C.), Rhonda, PJ Anderson and I met with Colleen Smith and Renee Gokey to explore, brainstorm and identify potential partnership opportunities.

Richmond Conference Planning

I was invited to review and provide feedback for the programming rubrics that are being used by NCECA board members to assess the programming submissions for the Richmond, Virginia 2024 congress, Coalescence. In my capacity as a board member, I reviewed and scored programming applications for Richmond's upcoming conference, March 2024.

Collaborations & Engagement Committee Development

The Committee includes Heidi McKenzie (2020-), MaPó Kinnord (2021-), Michelle Castro (2021-), Lauren Sandler (2021-), Isaac Scott (2021-), Ray Gonzales (2023-), Ina Kaur (2023-).

The Committee welcomed Ray Gonzales and Ina Kaur in February 2023.

The Committee welcomes new members Karla Garcia, and Asma Waheed.

Bios of 2023 new Committee Members:

Karla Garcia

Karla García is a Mexican-born, Dallas-based artist and co-founder of Nuestra Artist Collective. García creates desert landscape installations and sculptures with clay, found objects, and other symbolic materials to her Mexican heritage and migration story. Her research-based artwork connects her history and ancient histories and how these shape her identity. She completed an MFA in Ceramics and a Museum Education Certificate from the University of North Texas in May 2019. Her work was recently reviewed for her "Rebuilt from the Ground Up" installation and in Scalawag Magazine and National Public Radio for her binational exhibition La Línea Imaginaria at El Paso, Texas border, U.S., and Juárez, Chihuahua, México. She is currently on view at the Soy de Tejas: a statewide survey of Latinx art at Centro de Artes in San Antonio, Texas, and at Presa House Gallery, also in San Antonio for her collective exhibition Aquí y Allá.

Ray Gonzales

Ray Gonzales was born in Auburn, California and grew up in nearby Lincoln. He earned his B.A. in Ceramic Sculpture from C.S.U.Sacramento. Additional graduate work and a teaching credential was also earned at C.S.U.S. Continuing study has also included workshops in Florida, Alaska, Nevada and in California. Mr. Gonzales has been included in many gallery exhibits, primarily in the Sacramento region, including; The Art Foundry, Solomon-Dubnick, Galeria Posada, The Artery, Axis Gallery, The Blue Line Gallery and at fort Mason in San Francisco. He has completed many Art-In-Public Places commissions- including 4 for the Sacramento Metropolitan Arts Commission as well as several in Placer County. Ray teaches Art in Lincoln's public schools as well as being an Adjunct Professor of Art for Sierra College in Rocklin, California where he teaches Ceramic Sculpture. Ray resides and has his studio in Lincoln, California.

Ina Kaur is an interdisciplinary artist whose studio practice explores materiality, physicality, dimensionality, and meditative qualities through repetition, resulting in structurally complex artworks. Her work is a response to the imbalanced and unjust social, cultural and ecological environment, emphasizing the importance of connecting with one's inner self while engaging with the external world. Recipient of many grants and awards, she is dedicated to developing initiatives to implement community engagement projects and participate in responsive practices. A native of New Delhi, India; she currently lives and works in New Orleans, LA.

www.inakaur.com.

Asma Waheed is a Pakistani-born American ceramic artist and full-time mom living in Ellicott City, Maryland. After receiving her BA from West Virginia University in Education, she began experimenting with clay. Asma just finished her master's in ceramics from Hood College, Maryland. She had done a residency at the Watershed. She has exhibited her work in Maine, Florida, Minnesota, Colorado, Montana, Philadelphia, New Orleans, and Maryland. Currently, Asma is a MFA candidate in studio art at the Maryland Institute College of Arts. She is the recipient of The Leslie King Hammond Graduate Fellowship from Maryland Institute College of

Arts and also a recipient of the Windgate University fellowship award from Arrowmont School of Arts and Crafts.

FOR THE GOOD OF THE BOARD

- My solo exhibition, *Reclaimed: Indo-Caribbean HerStories* opened May 4th and runs until August 27th at Canada's premiere ceramics gallery, The Gardiner Museum.
- I am exhibiting a solo and two-person exhibition, *tRaces: Lives, Lines, Loves* with Jeannie Mah at the Moosejaw Museum and Art Gallery May-August 2023.
- I participated virtually in the international symposia, *Girmitiya's – a Celebration of Indo-Indentureship*, hosted in Fiji, with my paper/presentation, *Reclaimed: Indo-Caribbean HerStories*.
- My solo exhibition, *Brick by Brick: Absence vs Presence*, opened May 25th and runs until September 4 at the Moosejaw Museum and Art Gallery in Moosejaw, Saskatchewan.
- Disruption (4 person show originally planned for NCECA 2020) is showed at A Space Gallery in Toronto, March 10-April 22, and I participated in an online artist talk with Magdalene Dykstra, Habiba-El Sayed, Natalia Arbalaez and curator Vicki Moufawad-Paul on April 22.
- I am traveling to Iowa to present an artist talk for the opening of *Underneath Everything: Grandeur and Humility in Contemporary Ceramics* on June 2, at the DesMoines Museum of Arts.

Respectfully submitted by Heidi McKenzie
Please contact me at Heidi.nceca@gmail.com

Rick Rogers - Treasurer
NCECA Board Report
March 1 - May 23, 2023

Financial Results for 10 months through April 30, 2023:

- Portfolio Performance – The portfolio was up 7.20% YTD with a balance in investments of \$3,192,872 as of April 30, 2023. NCECA does not budget for Investment Gain/Loss. As of April 30, 2023 the investment portfolio showed an unrealized gain of \$283,847 and interest income of \$32,200.
- April 30th statement of preliminary financial results shows total year to date income of \$187,634 on revenues of \$1,698,884. Compared to a loss of \$1,122,477 on revenue of \$553,885 last year to date. Conference revenue this year of \$1,047,357 is up \$420,572.
- Balance Sheet: As of April 30, 2023, Total assets increased \$124,722 (3.7%) fiscal YTD from \$3,277,590 to \$3,402,312 mainly due to stronger conference registrations and portfolio performance late in 2022. The balance sheet continues to remain strong and prospects are bright for the remainder of the year.
- Conference attendance: There were 5,303 registrants at this year's conference versus 3,304 last year. This is a significant turnaround from COVID attendance levels and confirms the value of the annual conference format.

Thank you
Respectfully submitted by Rick Rogers
Please contact me on rsrskr@gmail.com

Shoji Satake, President-elect
Board Report
March 1, 2023 - May 23, 2023

Summary of recent accomplishments and current activities:

After the NCECA Cincinnati 2023 Conference, I officially began service in the presidential cycle as the president-elect. Since then, I have participated in several different committees and working groups. The following are highlights of my involvement since March 2023.

- I meet weekly with the leadership organizational group and the E.D. for regular updates and much of the last few months have been to digest-decompress the successful conference and how we move forward to set an agenda for the upcoming board meeting in Richmond.
- I have met regularly with the Communications Committee, which is currently being restructured as the position and much of the responsibilities of the Communications Director position have migrated to a full-time staff position. This transition has been relatively smooth and has helped enhance our communication efforts with the membership due in part to the strong team led by Edith Garcia (Director of Communications) and Josh Green (Executive Director). This brings up the question of how best to restructure the communications committee. The team is working to help develop plans to better manage NCECA's digital content and develop paywall systems to create possible avenues to generate new revenue streams.
- Patsy Cox (Steward of the Board) and I have begun to work with MeLisa Zachery (Conference Manager) to identify future NCECA Conference Cities. A presentation of our findings will be made at the June board meeting.
- The Nominations and Awards Committee will finalize its membership soon and begin meeting to address calls for nominations for the 2023-2024 cycle.
- For the good of the board. During my sabbatical field research from WVU, I was able to spend time speaking with various communities representing NCECA. I visited and spent time at Raku Ho'olaule's Festival on the North Shore of Oahu hosted by Hawai'i Craftsman. During my short-term residency at The Red Lodge Clay Center, I was able to engage many persons including Jesse Albright. Jesse and I spoke at length about how we could assist in helping make NCECA more inclusive to veterans and current active military members in the field. I conducted lectures at the University of Hawaii-Manoa and the University of Nevada Las Vegas during this cycle.

Submitted respectfully, Shoji Satake, President Elect, May 10, 2023
Please contact me at shojisatakenceca@gmail.com

Angelique Scott
NCECA Co-Liaison for 2024 Conference (Richmond)
Board Report
March 1, 2023-May 23, 2023

Full Board Meetings & General Board Work

- Attended NCECA 2023 Conference in Cincinnati
- Greeted & Thanked 2023 Conference expo vendors
- Participated in NCECA community lounge at 2023 Conference
- Participated in public Open Board meeting following Cincinnati Conference to hear public concerns for NCECA
- Communicated land acknowledgement at the opening ceremony for the 2023 conference
- Attended April Board meeting to address the current needs of NCECA
- Reviewed monthly Board meeting notes March-May
- Participated in K-12 Task force initiatives

2024 Conference Planning

- Richmond, VA Conference Planning and Subcommittees
 - Acclimated to role as Board member
 - Facilitated partnerships and confirmed NCECA sponsored exhibitions for 2024 conference
 - Created, developed, and outlined goals for Richmond planning subcommittees
 - Continued to have follow up emails and meetings with subcommittees as needed to make progress on Richmond conference planning
 - Co-hosted bimonthly sub-committee chair check-in March-May
 - Created organizational documents to track progress for Richmond planning
 - Facilitated partnerships with Richmond Regional Tourism
 - Facilitated partnerships with Virginia State Tourism
 - Continue to meet and email with many schools, galleries, museums, and other organizational partners who are interested in working on ceramics programming, exhibitions, and special events leading up to and during NCECA 2024
 - Worked with exhibitions subcommittee to gather exhibitions sites and venues
 - Communicated with local partners to organize Collectors' Tour 2024
 - Partnered with the Virginia Museum of Fine Arts for summer clay activity to highlight the upcoming 2024 conference

For the good of the Board

- Completed final Family Day festival planning at the Virginia Museum of Fine Arts
- Accepted invitation to attend upcoming Women in Clay symposium as NCECA Representative
- Accepted invitation to attend graduate studies program at Temple University, Tyler School of Arts and Architecture
- Cultivated partnerships with Renwick Gallery for 2024 conference

Respectfully submitted by Angelique Scott
Contact me on Angelique.NCECA@gmail.com

Antra Sinha
2025 Salt Lake City On-Site Conference Liaison
NCECA Board Report
March 1, 2023 – May 23, 2023
(New Board member)

2023 Conference Preparation

- Met with Pam, Cal, Josh, Tammy, Kate, Linda
- In person meeting at the Convention Center
- Joined Collectors Tour on Friday during Conference
- Suggested a student at University of Utah for SDAL nomination.
- Closing remarks at Collaboration & Engagement Meet and Greet

Board Meetings

- Attended April 4 meeting.
- Will listen to recording of May 15 meeting

Met with Rhonda & Josh

- Understand the plan of action as an OSCL and plan for future meetings

Met with Horacio

- Make a list of things to do
- Discuss pathways to follow
- Meet with potential committee chairs for 2025 Conference
- Get him Caught up on meeting with communications.

Met with David, Edith and Josh

- Jamboard for 2025 NCECA
- Contacted and shared information of videographer in Logan UT.
- More jam boarding with Horacio
- Come up with ideas for the introductory and welcoming videos.

For the good of the board:

- Co-organized RAAKH – A River of Consciousness exhibition with ten artists from seven countries at Queen City Clay, Concurrent exhibition
- Selected work exhibited at DAAP Galleries, NCECA Multicultural Fellows Exhibition
- Moderator to panel – Nature/Nurture – Community, Self & Others + article in Journal
- Moderator to panel – Exploring Cultures – Clay Cooking Vessels + article in Journal
- Staff representative for Caine College of the Arts to Inclusive Excellence Council at Utah State University.
- “Heat Work” podcast was launched with five comrades – A podcast about wood firing and wood fire culture. 6 hosts: Aubery Sloan (she), Careen Stoll (she/they), Tara Wilson (she), Alex Slydel (they), Mandy Stigant (she), and herself Antra Sinha (she)

Respectfully submitted by Antra Sinha

Please contact me at antra.nceca@gmail.com

Jeff Vick, On Site Conference Liaison, Richmond
Board Report
March 1 – May 23, 2023

- Attended Monthly Board Meetings
- Attended NCECA Conference in Cincinnati

Richmond Conference Preparation

- Bi-weekly meetings with each committee
 - Education
 - Exhibition and Planning
 - PR and Hospitality
- Continued to add volunteers to each committee
- Outreach to galleries and other potential hosting venues for exhibitions
- Beginning to receive and answer emails regarding exhibitions
- Reaching out to potential guest jurors for the CE call
- Continue outreach to local community on ways to get involved when the conference is in Richmond
 - Planning some pre-conference events to engage and educate community
- Compiling a list of potential visits for Collector's Tour
- Planning for on site board and staff visit in June
- Reaching out to potential Randall Session artists and groups
- Compiling a list for regional award nominees

For the good of the board

I have continued to help lead a transition of the RVA Clay group from just a grassroots once a year tour of local studios into a year round organization providing resources to the clay community in Richmond.

Respectfully Submitted by Jeff Vick, On-Site Conference Liaison, Richmond, Virginia

Please contact me at jeff.nceca@gmail.com

**Kate Vorhaus, Projects Manager
Staff Report**

October 1, 2022 – May 23, 2023

1. **Proofreader** – as needed to review a multitude of documents including but not limited to e-blasts, enews, website, catalogs, print materials, Program/Exhibition Guide for edits, corrections, readability, etc.

2. **Platforms I use:**

- **MemberSuite** - database, use daily for interaction with users, use for exhibitor payments, and representative registration. Form building for calls for proposals, fellowship applications, and nominations, use system to track submittals, run reports, prepare review docs for the committees, and create live links to proposals in Google Sheets.
- **SquareSpace** – with Edith, helped create, update, post info on the website.
- **CaFE** – Call for Entry – Exhibition calls; Annual, Juried Student Exhibition (NJSE), and Multicultural Fellowship Exhibition. Post prospectus, build forms, monitor entries, and manage jurying.
- **Google Drive** – use to edit collaboratively with the Board and Staff.
- **Zoom** – phone system

3. **Projects managed:**

- Gallery Expo
- Resource Hall
- NCECA Annual
- NCECA Juried Student Exhibition
- Multicultural Fellowship Exhibition
- Emerging Artists Fellowship
- Multicultural Fellowships
- Regina Brown Undergraduate Student Fellowship
- NCECA Graduate Student Fellowship
- NCECA Helene Zucker Seeman Curatorial, Research, and Critical Writing Fellowship for Women
- Environmental Sustainability Fellowship
- The Anne W. & Bill Bracker Youth Educator Seed Fellowship
- Awards Nominations

In preparation for leaving NCECA:

created a Projects Manager Spreadsheet

Projects training – Tammy - exhibitions, MeLisa - Resource Hall, Emerging Artists - Allyson and Michelle Castro, Gallery Expo - PJ Anderson

Unknown Project training – Fellowships, INTL Residencies, Cup Sale, Award Nominations

Oral Histories – all projects

Respectfully submitted by Kate Vorhaus, Projects Manager

Contact at kate@nceca.net

Rhonda Willers, President

Board Report

March 1– May 23, 2023

Full Board Meetings & General Board Work

Prepared agendas for board meetings, reviewed board and committee reports, and minutes, with assistance from Alex Hibbitt, secretary of the board and Josh Green, executive director.

Met one-on-one with board members to discuss initiatives and board member responsibilities.

Met one-on-one with NCECA members to discuss future ideas for the organization.

Responsive communication with NCECA board members, email and basecamp communications, and holding one-on-one and small group meetings as needed.

Weekly org meetings with Josh Green (executive director), Shoji Satake (president-elect), and Patsy Cox (steward of the board) to ensure communications between board and staff and provide support with upcoming initiatives and work.

Facilitated post-conference debrief discussion with board and staff.

Coordinated meeting with Colleen Smith and Renee Gokey of the NMAI: National Museum of the American Indian and Collaboration & Engagement Committee representatives: Heidi McKenzie, PJ Anderson, and Ray Gonzales to discuss possible collaborations with NCECA.

With Shoji Satake, we supported executive director, Josh Green, in meetings with staff to discuss current needs and transitions.

Participated in the review of 2024 Conference Program Proposals.

Strategic Plan Goals: 1, 2, 4, 6, 7

Executive Committee

Facilitated quarterly executive committee meeting to discuss timely needs of the organization and preparations for the spring board meeting.

Strategic Plan Goals: 7

Finance Committee

Participating in 2023-2024 Budget review.

Strategic Plan Goal: 7

Conference On-Site Leadership and Work

Hosted the Welcome & Recognitions Reception

Hosted the 50 Friends gathering with Ife Williams, Pete Pinnell, Shoji Satake, Josh Green

Co-hosted the Multicultural Fellows Welcome with Ife Williams, Antra Sinha, Heidi McKenzie, PJ Anderson, and Michelle Castro

Prepared and gave remarks during the opening and closing ceremonies

Facilitated the open listening session at the end of the conference

Strategic Plan Goals: 1, 4, 5

For the good of the board:

I had the pleasure of spending a day with my family visiting stops on the annually held St. Croix Valley Pottery Tour in Minnesota. During the event, I was able to connect with several NCECA members and have conversations about their recent NCECA conference experiences.

Respectfully submitted by Rhonda Willers, President
Please contact me at rhonda.nceca@gmail.com

Ife Williams, Steward of the Board (transitioned to Programs Director)
NCECA Board Report
March 1, 2023 – May 23, 2023

Executive Committee and Board Meetings

- Participated in all scheduled Committee and Full Board Meetings as appropriate for my Board Position at the time of each meeting (Board Steward through March 20/Programs Director after March 20)
 - Executive Committee, Finance/Budget Committee, and Respectful Culture Committee participation is required as Board Steward
 - Finance/Budget Committee, Respectful Culture Committee and Programming Committee participation is required as Programs Director.
- Participated in the 2023 Annual Conference in Cincinnati, Ohio.
 - Co-hosted Multicultural Fellowship Welcome
 - Assisted with Collectors Tour Final Dinner
 - Attended NCECA Sponsored Exhibitions
 - Attended Opening and Closing Ceremonies and as many conference sessions as I could while also facilitating the Past Masters Honors and assisting with Honors and Awards Presentations.

On-going Board Service

- Board Steward:
 - Finalized submission of campaign materials by interested candidates for Director-at-Large and Student Director-at-Large positions
 - Worked with Board Secretary and Staff to prepare for elections
 - Worked with incoming Board Steward to transition position responsibilities in time for on-boarding of new Board Members.
- Programs Director:
 - Worked with Chanda Zea and Staff to transition into Programs Director Role
 - Assisted in the revision of program proposal rubrics
 - Presented Program Review Process to Full Board and worked with staff to oversee the review of conference proposals
 - Participated in first two phases of program review
 - Began to finalize programming plans for 2024 Conference in Richmond, VA

For the Good of the Board

- I was commissioned to make and delivered a set of ten individual ceramic figurative awards for distribution by the Arts & Business Council of Philadelphia, a program of the Philadelphia Chamber of Commerce
- I have been developing a collaborative project with Oya Studio to realize a two week artists residency for Black Ceramic Artists at Hambidge Center for Creative Arts & Sciences, providing a rare opportunity to build community around Hambidge's Anagama kiln with a firing led by Dom Venzant in observance of Juneteenth.
- Welcomed my twins home for their first summer as college students, with each achieving and maintaining 4.0 GPAs in their freshman year.

Respectfully submitted by Ife Williams, Programs Director
Please contact me at programs@nceca.net

MeLisa Zackery
NCECA Conference Manger
Staff Report
October 2022 – May 2023

Major responsibilities I have worked on:

- Created and sent over 300 presenter, vendor and volunteer agreements for NCECA 2023 conference.
- Managed meeting, lodging and catering details for Fall board meeting in Richmond, Virginia.
- Site Visit to Cincinnati with Fern and CMI.
- Researched, negotiated and contracted with additional hotels for the NCECA conference.
- Managed catering and concessions, all needs from the service providers and convention center room setup, ordered electricity for conference, created text for specific conference signage, onsite security, setup and strike for all vendors.
- Worked with Visit Cincy Convention Visitors Bureau on different elements for the conference.
- Working with CMI and Fern on all rigging and layout.
- Negotiated 40% discount on our internet needs for conference.
- Onsite management and execution of NCECA 2024 conference.
- Reconciled 2023 conference budget and created 2024 budget for tasks I am responsible for.
- Begin working with Richmond convention center on initial details for the resource hall, catering, AV and security.
- Contacted all 2023 coordinators to obtain potential interest for 2024.
- Introduced myself to the 2025 conference location convention center team and scheduled time for the Fall board meeting site visit.

Respectfully submitted by MeLisa Zackery, May 2023.
Please contact me at mzackery@nceca.net

Chanda Zea, Programs Director
NCECA Board Report
Oct 2022 - May 2023

It was incredibly rewarding to see the hard work of the programming team (staff members Allyson, Tammy, MeLisa and myself) come together in a vibrant and diverse conference in Cincinnati. After three years of advocating for more diversity, inclusion and equity in the programming we share and the work we do, I submitted my resignation from the NCECA Board of Directors in February. Asking any individual to do this amount of work as a volunteer is inequitable, and eliminates many qualified candidates who cannot financially support themselves while donating the amount of time needed to perform the duties of the NCECA Programs Director.

Programming

As Programs Director I attended weekly meetings with the programming team and our programming/communications group, answered emails, and finalized various details of the 2023 conference.

In November I participated in a site visit for our upcoming 2024 conference in Richmond, making connections with the local planning team and assessing the convention center for our conference needs.

I worked with various board members and coordinators to fill in programming gaps, including Clay & Glaze Doctors, gaps in Makers Space, and the new Podcast Room. The proposed STEAM poster room was put on hold, to be revisited for the 2024 conference.

Green Task Force (GTF) - chair

The GTF meets at 7am pacific time on the 3rd Friday of the month. The GTF has 17 active committee members who attend these regular monthly meetings. We have a website that hosts all of our reference materials on sustainability in ceramics, and host monthly volunteer meetings for other folks wanting to be involved in building sustainable practices in the ceramics field.

At the conference in Cincinnati the GTF hosted an exhibition, a panel and a clay conversation in addition to our booth in the resource hall. In the booth GTF members shared ideas on creating more sustainable studio practices, had the Cink on display to talk about conserving water as well as a cardboard shredder and examples of Proffi-pack, to share alternatives to bubble wrap & styrofoam with conference attendees. THE GTF does not print posters or other materials, instead we have developed a QR code that leads folks to the website.

Conclusion

I am sure there are many other tasks that were a part of my service to NCECA that are not easily translated to a board report. I hold the staff and my fellow board members in highest regard, it was a pleasure to work with each and every one of you. Best of luck to all!

Respectfully submitted by Chanda Zea, former Programs Director.