

**Brett Binford, Exhibitions Director**  
**NCECA Board Report**  
**June-October 2019**

**2019 Annual:**

Oversaw remaining shipping reimbursements to juried artists and oversaw shipping logistics with the invited artists.

NSJE- oversaw and approved remaining shipping stipends for students

Oversaw and corresponded with venue regarding damaged work and compensation.

**Monthly EC conference calls**

**Finance Committee**

Morgan Stanley portfolio review conference call

**2020 Annual:** oversaw invites to artists.

Reviewed preliminary 2020 budget

Organized adjudication of Concurrent exhibitions with Richmond committee.

**Multicultural Fellowship Exhibition (2020)**

- Discussions and planning with Lauren Sandler regarding Multicultural Fellowship exhibition possibilities.
- Identified location in Convention Center
- Contacted and Confirmed Yinka Orafidiya and Cannupa Hanska Luger as invited artists and curators/jurors

**China Trip**

- Wrote several teachers to recommend students to apply for the China trip.
- Shadowed Rhonda on emails and calls to organize trip
- Booked hotels and train tickets for the students
- Compiled notes to lead organization in 2020

**Misc.**

Calls and emails with NCECA staff, Josh Green and Reena to assess and update vendor hall access. Updating pass to facilitate a vendor hall only pass.

*Respectfully submitted by Brett Binford, Exhibitions Director*

*Please contact me at [exhibitions@nceca.net](mailto:exhibitions@nceca.net)*

**Mary Cloonan, Program Director**  
**NCECA Board Report**  
**June-October 2019**

- Second year of using the database as a system for acceptance and rejection notices went well.
- The Make In Space hands-on/demo room, was a robust success, bringing a variety of people together, making art and friends. In 2020, Vis Arts will supply the equipment and personnel.
- At this point, fine tuning and small details being set for the Program. A few panels had changes to their original line-up and we are working with the proposer to make logical substitutions.
- Answer questions from potential presenters, assisted with focusing topics and wrangled info from Maker Space artists.

Goals:

- To streamline and organize files for future Program Director. Held discussions on the ebb and flow of work and other logistics in order to prepare next individual for shadowing period.
- Watch the talks and demos from the previous conference that I missed- which is all of it.

For the good of the Board:

- Richmond's proximity to Baltimore is encouraging my students to attend, get involved as volunteers and see the possibilities of clay.
- Baltimore Clayworks is thrilled to be a part of the Expo and have an exhibition to celebrate our 40th. The community is excited for the coming conference, planning caravans and parties.

*Respectfully submitted, Mary Cloonan, Programs Director*

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**Julia Galloway, Director at Large**  
**NCECA Board Report**  
**June-October 2019**

**Emerging Artist:**

*2019 Emerging Artist:* I have continued to be in touch with two of the 2019 emerging artist, mentoring them with professional dilemmas, helping them apply for jobs, make contacts for their artwork and discuss their future plans. The Emerging Artist continue to participate with a week-long Instagram take over the same time the video of their presentation is published on the NCECA YouTube site and blog. I have written some verbiage to help the EA's remember that this is a professional site and how to be respectful of that without hindering their voice. This text will be included in the paperwork being passed onto the next director at large.

*2020 Emerging Artist:* This year we received 66 applicants for emerging artist. This is down by about 20 applicants, I think this is on account of fewer Instagram post and not posting through the 'story' format. I am working with Tony Wise to figure out the best was to use this social media to support more applications for this next year.

Kevin Snipes and Sequoia Miller are the jurors for 2020 NCECA Emerging Artist. They are currently reviewing applications and we will discuss / vote on the applicants October 21-23. The software for this process has been running smoothly thanks to a lot of hard work from Kate Vorhaus

*Strategic Plan #1 Education, Artistry and Discourse*

**International Residency:**

*2019 International Residencies:* After significant drama, and thank you to Kate, Josh and Helen, Ray Chen from Falmouth Maine arrived at the Benyamini Contemporary Ceramics Center Residency in Tel Aviv, Israel. Taylor Robenalt from Sarasota, Florida has completed his residency at A.I.R Vallauris, Vallauris, France.

*2020 International Residency:* I have solicited applications for our Artist in Resident Partnership from fourteen residency programs across Europe, Asia as well as Africa, South America and Canada. The applications are due October 15<sup>th</sup>. I anticipate that the next three years of partnerships will be set up by the end of October. Members will still apply every year, however, who is participating with us will be decided for the next three tears. This will lessen the paperwork for the partner and for NCECA, and it means that the next Director at Large overseeing this will have a bit of time to understand the system before having to solicit applications.

*Strategic Plan #1: Education, Artistry and Discourse*

**Additional Service:**

*Nominations:* I have been working unofficially with Rhonda on nominations for the board, calling / emailing her with ideas of people to approach, and discussing possibilities with some.

*Strategic Plan #7: Governance and Committees*

*Honors and Awards:*

I have been unofficially brainstorming, encouraging and supporting nominations for honors and awards for next conference.

*Strategic Plan #7: Governance and Committees, Strategic Plan #5: Membership and Communication*

*“Green” Task:* Discussed via email with Kristin Schimik’s about bringing more environmentally friendly information into her 2020 NCECA presentation about packing and shipping artwork at the 2020 conference. Have been researching strip mining and where clay comes from as well as reading about fuel efficiencies in different types of firings and temperatures in hopes/anticipation of joining the green task force.

*Publicity:* Late in the summer I restarted Instagram posting every Wednesday. For “Gallo-Wednesday” I have been focused on the history of NCECA posting about its early leaders. I have also made blog post / Instagram posting for each emerging artist as well as deadline announcements / post for emerging artist, student exhibition, all the fellowships, Tony Marsh Lecture, as well as honors and awards. I have been working with Tony Wise about the best way to be using Instagram and look forward to continue to develop more contributors for our social media platforms. I hope to continue to work with Tony on instagram posting after my DAL service has ended.

*Strategic Plan #1: Education, Artistry and Discourse, Strategic Plan #2: Advocacy, Strategic Plan #4: Conference and Exhibitions, Strategic Plan #5: Membership and Communication*

In addition, I attended the ‘Intersection: K-12 Educator Think Tank conference’ as Keynote speaker at Arrowmont. There was great interest in how currently K-12 teachers work with NCECA and ideas for the future. I encouraged participation, communicating with the board and possibly considering joining the board.

*Strategic Plan #2: Advocacy, Strategic Plan #5: Membership and Communication*

*For the sake of the board:*

I am still working on the Endangered Species Project and am delighted and surprised by the broad interest there is in the project. In March 2022 the Stamford Museum & Nature Center will be exhibition the entire collection of urns for Endangered Species. They recently purchased four urns for the New York Exhibition for their collection. I am extremely excited about how this project is reach out to so many different communities and is moving pottery out into the world in a different way. Though better sweet, I am immensely enjoying making these urns, learning new processes and diving into such a challenge.

In addition, I am currently on my first sabbatical and am delighted by having time to reflect on teaching, the clay community, new craft readings and, thanks to Shoji, am preparing to go to China for six weeks to teaching through the West Virginia program.

*Respectfully submitted by Julia Galloway, Director at Large*  
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**Holly Hanessian, President**  
**NCECA Board Report**  
**June-October 2019**

**Ongoing Board Business**

**Finance Committee**

Participated in 2nd Quarter Review Online meetings with the Finance Committee on Quarterly Meeting phone calls.

**Diversity Task Force/ Diversity and Pronoun Statement**

Worked with the Diversity Task Force asking them to edit our revisions of the statement /Mission that was presented at the last Spring board meeting. I have also communicated with them to look over a Pronoun policy statement that Rhonda and I worked on this Summer.

*Strategic Plan: Goal 5*

**Green Task Force**

Have been in contact with Zach Tate who is working with others on task force to re-align and present a new list of action items to the board for our Fall meeting.

**NCECA- CAA**

The CAA proposal has been accepted that Josh and I worked on and submitted to CAA. It will include Salvador Jimenez-Flores, Anna Walker, Betsy Carpenter and myself as moderator, with Josh as Chair.

**ACC Conference: Present Tense**

Josh and I will attend the ACC conference before our Fall meeting. We will meet with local people in Philadelphia to get a sense of coming here for the future conference.

**Richmond, VA 2020:**

Worked with Josh on getting Sonya Clark as Keynote Speaker.

**Organized a November Planning Meeting:**

Josh, Pete and Rhonda will meet in November for 2 days help look at long-term goals for staff and other issues that can structurally help our staff/board but don't have the time to dive into during our regular board meetings.

**Monthly Meetings:**

- Worked with Executive Committee chewing through ideas for the Fall Board Meeting and other timely matters.
- We were able to re-organize the opening and closing ceremonies of the conference.
- We began to look at the professional conflicts of board service.

**Board Member Recruitment**

- I have had multiple conversations to recruit, members who are considering board service.

**Communication:**

Intermittently emailed and called Josh monthly about updates and smaller items of interest.

**2019 Conference**

**Hosted the pre-conference cocktail Party:**

Welcomed for the major supporters of NCECA on the first night before the Conference started.

**Multicultural Fellows Gathering:** I attended the gathering and was impressed by the sense of community that is taking place. Yinka Orafidiya was great.

*Strategic Plan: Goal 5*

**50 Friends Gathering:** The gathering seemed to have fewer people than in previous years. We changed it up a bit with people worked in smaller groups at round tables. Each table developed a theme and discussed ideas surrounding the theme. After a moderate amount of time, each table introduced their bigger theme and shared ideas. Jill took notes and participated in the discussion. I hope this change will bring about more fruitful actions. It was helpful to have Erin Furimsky assist in the planning and facilitating of this gathering.

*Strategic Plan: Goals 4 & 7*

**Chipstone Panel, Yes. *She*. Can:**

I attended and helped along the way to facilitate this along with Josh and Rhonda, who did the majority of heavy lifting to make all of the pieces fit together.

*Strategic Plan: Goal 1*

**The Truths We Share Breakout Session with Ann Lawton:**

I attended the break out session led by Ann Lawton with Jill and Rhonda. It was well attended and very busy but serene, not as I had imagined, but an excellent opportunity taken by our members.

**Hosted the**

**Collector's Tour:**

I attended one of the days with Josh and the dinner. There were some logistical problems with a bus getting stuck at Jeff Ostrich's house (!), but overall a great experience for the people on the tour.

**Business Meeting and Open & Closed Board Meeting:** I attended each of these meetings during the conference.

*Respectfully submitted by Holly Hanessian, President  
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**Marsha Karagheusian , Cincinnati Onsite Liaison**  
**NCECA Board Report**  
**June-October 2019**

- As the OSCL for Cincinnati 2021, all of my efforts reference **CONFERENCE AND EXHIBITIONS, GOAL 1** in our Strategic Plan.
  
- Submit Board Report--May 26, 2019.
- Reviewed Richmond conference proposals prior to Board Meeting, including a lengthy conference call to discuss with my Subgroup 3/Blue Group.
- Attended Board Meeting in Richmond, VA~June 4 – 7 where a conference theme was solidified for Cincinnati 2021.
  
- Continued efforts to place the **Juried Student Exhibition** in a prominent venue:
  - ~**Contemporary Art Center**--negotiated from August 6, 2018-March 5, 2019~wasn't able to get a definitive response either way, but have recently been able to meet the Director and Chief Curator, the Chief of Advancement and the Installations Director for any future possibilities
  - ~**Cincinnati Museum Center** at Union Terminal--negotiated from February 20 - September 9, 2019~wasn't able to get a definitive response either way
  - ~**Rookwood Pottery Co**--negotiated from August 1 – September 5, 2019, ownership declined
  - ~**Xavier University**--no nails in walls, less than 1500 square feet, small reception area, reluctance from Gallery Director
  - ~**University of Cincinnati**--2-hour meeting on July 16<sup>th</sup> with the gallery director regarding a *Concurrent Exhibition*; 2-hour meeting on September 25<sup>th</sup> with same director as he “offered” one gallery for the Juried Student show and another gallery for a Concurrent show. (tentative agreement in the hands of their legal team, but as of October 7<sup>th</sup>, no word)
  - ~Two alternative spaces are available should UC also fall through (tough crowd here in Cincinnati despite my best efforts)
  
- Continued with face-to-face visits with select galleries and arts institutions regarding hosting exhibitions during Cincinnati 2021, attending a plethora of openings to create a *face for NCECA*.
- Google doc created for gallery information
- Sent letters to select galleries for Concurrent Exhibitions...resent...and resent...
- Face-to-Face meetings and phone calls with subcommittee chairs for progress reports
- July 20<sup>th</sup> conference call with Josh and subcommittee chairs
- Many texts, emails and calls with Josh for information and advice
- Assisted Josh with writing the initial press release for Cincinnati 2021
- Proofed various documents at Josh's request
- Working with a videographer for our 2-minute Cincinnati video
- Working with Caza Sikes, gracious hosts for the October reception
- Procured dinner reservations for the 3 nights during the October Board Meeting
- Email exchange with Bing Davis for possible Concurrent jurying process

**For the Good of the Board:**

To quote from the **Weston Art Gallery** (host of the 2021 Annual) 2019-2020 Exhibition Season catalogue, the ***Summerfair Select*** exhibition will take place in April “to celebrate one of the most coveted and enduring arts grants in the region, the Weston Art Gallery presents twelve Cincinnati-area artists who received Summerfair Aid to Individual Artists Awards from 2016-2018”. Having won this AIA award in 2018, I am honored to be part of this exhibition in one of Cincinnati’s most prestigious venues (and my bas-relief was chosen as *the* image for the catalogue).

*Respectfully Submitted by Marsha Karagheusian, Cincinnati Onsite Liaison*  
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**Reena Kashyap, Treasurer**  
**NCECA Board Report**  
**June-October 2019**

- **Participated in a conference call regarding the Resource Hall.** Discussion with Brett, Josh, Kate, Jackie and Helen followed regarding selling day passes to the Resource Hall on ALL conference days. Will pilot this year and then review for following years.
- Helen A prepared and emailed the FC/EC the financials for July '18 FC mtg.
- **Finance Committee conference call was held on August 6<sup>th</sup>.** Reviewed MS investment account with the team with Catherine Coleman leading the discussion. Helen reviewed the YE'19 financials and noted that we ended the year with a 250k over budget. Tanya informed us that two structured Notes are expiring, one in October & one in December. It was decided to not take action in October but review and see what to do later in the fall.
- Helen summarized NCECA financials as of FYE'18. Conference revenue this year was over 500K from budget due to high attendance. Final P&L number to be determined post audit.
- Brought forward a motion to increase the NJSE Design and Production budget by \$5600 to be in line with the projected expenses. This was required due to a calculations error.
- As Treasurer, I signed the engagement letter on July 11<sup>th</sup> to hire Flewelling & Mitton, Certified Accountants to audit NCECA's financials. Kristin L. Flewelling, CPA is currently auditing NCECA's financials. The process is almost complete though am not in receipt of the DRAFT as yet but expect it before the October board meeting.
- I have spoken with Kris who gave me a progress report on how the audit went. Overall, she is very pleased and reported that the audit went smoothly.
- Updated the signature cards for authorized signers on the NCECA ban accounts.

*Respectfully submitted by Reena Kashyap, Treasurer*  
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**Kelly Kerr, Richmond Onsite Liaison**  
**NCECA Board Report**  
**June-October 2019**

- Coordinated the receiving and storage of seven pallets of exhibition pedestals from Minneapolis to be used for concurrent shows in 2020.
- Proposed Randall Session performing artist MK Abadoo to NCECA Executive Director. Conversation and logistics for this session are moving forward.
- Worked with co-onsite liaison to secure 11 additional venues for “maybe” concurrent shows selected during the June adjudication. Several of these venues are in Petersburg, VA located 20 miles South of Richmond.
- Supported co-onsite liaison in placing 41 concurrent exhibitions in venues. To date there are 100 exhibitions, (concurrent and venue originated) taking place in Richmond, Petersburg, and surrounding region.
- In partnership with co-onsite liaison, communicated with concurrent exhibition artists and venues, encouraging dialogue about logistics for install, open hours, receptions and deinstall.
- Secured lead volunteer positions for the conference, Demonstrating Artist Coordinator and Program Volunteer Coordinator.
- Prompted the regional team (representatives from VCUarts and the Visual Arts Center) to meet and finalize recommendations for regional awards. Nominations and supporting paragraphs are forthcoming.
- Began drafting Collectors’ Tour cultural destinations; behind the scenes tours, visits to artists’ studios, access to private collections, and local dining.
- Negotiations continue with closing reception band prospect Bio Ritmo. Working to align an estimate that falls within the NCECA budget.
- Communicated with VCU Police regarding exhibitions taking place within their jurisdiction. VCU Police to provide support to these areas and will work to fill gaps in areas outside of their jurisdiction.

*Respectfully submitted, Kelly Kerr, Richmond Onsite Liaison*  
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**Jill Oberman, Secretary**  
**NCECA Board Report**  
**June-October 2019**

1. Attended the June 2019 NCECA Board meeting in Richmond, VA and recorded the minutes. These minutes have been written up, approved by the full board, and can be found posted on the NCECA website.
2. Participated in the August, and Sept 2019 Executive Committee monthly meeting (virtually) and took notes at these meetings.
3. Participated in the August, Finance Committee quarterly meeting (virtually) and took notes at this meeting.
4. Continued to work with Rhonda Willers on defining and outlining our new *Helene Zucker Seeman Curatorial, Research, and Critical Writing Fellowship for Women*. Rhonda and I spoke with Maggi Cowlan and Josh to finalize language and expectations of this fellowship, which offers support to developing emerging female curators and writers in honor of Maggi's good friend, Helene Zucker Seeman.
5. Collected Board and Staff reports to share at our October meeting
6. I began editing our Guide to the Board, and hope to have the 76 page document fully edited by our October board meeting.
7. Oversaw necessary NCECA Board e-voting (via survey monkey):
  - June 16, 2019  
Motion: to change the eligibility requirement for the Regina Brown Undergraduate Student Fellowship to the following: "The student must have attained the classification of at least a sophomore, or its equivalent, at the time of application..."  
14 votes in favor, 0 votes opposed, 0 abstentions, 2 board members did not vote
  - August 4, 2019  
Motion: to accept the submitted minutes from the March 2019 meetings at the Minneapolis conference  
16 votes in favor, 0 votes opposed, 0 abstentions
  - August 4, 2019  
Motion: to accept the March 2019 Combined Board reports  
16 votes in favor, 0 votes opposed, 0 abstentions
  - August 4, 2019  
Motion: to accept the submitted minutes from the June 2019 Richmond Board meeting  
16 votes in favor, 0 votes opposed, 0 abstentions

- August 4, 2019  
Motion: to accept the June 2019 Combined Board and Staff reports  
16 votes in favor, 0 votes opposed, 0 abstentions
- September 29, 2019  
Motion: to confirm Brett Binford for a second term as Exhibitions Director, term dates 2020-2023  
15 votes in favor, 0 votes opposed, 1 abstention
- September 29, 2019  
Motion: to confirm Reena Kashyap for a second term as NCECA Treasures, term dates 2019-2022  
15 votes in favor, 0 votes opposed, 1 abstention
- September 29, 2019  
Motion: to confirm Merrie Wright as Steward of the Board, term dates 2020-2022  
16 votes in favor, 0 votes opposed, 0 abstentions

*Respectfully submitted by Jill Oberman, Secretary  
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**Peter Pinnell, President-Elect  
NCECA Board Report  
June-October 2019**

**Board activities:**

- Attended the summer meeting in Richmond, Virginia
- Took part in monthly online meetings with the executive committee
- Took part in the online meeting of the finance committee
- Worked with Rhonda on nominations committee
- Drafted a blog post inviting nominations for the board.
- Coordinated with Josh, Holly and Rhonda about the 2019 NCECA group traveling to the Ceramics Festival, Taoxichuan, Jingdezhen City, P.R. China
- Coordinated with Josh, Rhonda and Holly about our meeting in November
- Spent time with the strategic plan to think about how we might use these goals in our future conference planning.
- Struggled (in a good way) to understand my role on the NCECA board.

**For the good of the board:**

- Juried the Teabowl National for the KC Clay Guild
- Presented a 2-day workshop at the KC Clay Guild
- Spent a month in residency at the Zentrum für Keramik in Berlin

*Respectfully submitted by Peter Pinnell, President-Elect  
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**Ashlyn Pope, Student Director at Large**  
**NCECA Board Report**  
**June-October 2019**

NCECA Board Report:

1. Kept up with e-mails and participated in conversations regarding internal changes, nominations and conference business.
2. Started conversations in regards to organizing NJSE.
3. Attended June Board meeting and engaged in conversations regarding conference business.  
(Goal: Lead, serve and be responsive to the field's evolving interest and needs)
4. Wrote a blog article as a call to lead regarding board service, student interest programming and general programming for the conferences.  
(Goal: Be an advocate for ceramic art, teaching, learning and creativity)
5. Worked with Communications Director (Tony Wise) to create an Instagram post that would go in tandem with the blog article.
6. Remained in contact with new Co- Student Director at large to help with an easier transition.
7. Kept up with e-mails and responded to inquires regarding various applications for student interest programming and student critique room information.

For the Good of the Board:

1. Have done Various artist talks at the Lawrence Arts Center.
2. Have a few more talks scheduled at various other institutions including the University of Kansas.

*Respectfully submitted by Ashlyn Pope, Student Director at Large*  
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**Lauren Sandler, Director at Large**  
**NCECA Board Report**  
**June-October 2019**

**Multicultural Fellowship Exhibition**

- Ongoing communication with Brett to organize the Multicultural Fellowship exhibition to be held at 2020 Richmond conference. Cannupa Hanska Luger and Yinka Orafidiya will act as jurors. All past fellows are able to submit work for consideration.

*Strategic goal of advancing diversity*

*Strategic goal of global interconnection*

**Diversity Task Force**

- Met several times with Patsy Cox, Yinka Orafidiya, and Shoji Satake. We continue to work on the diversity statement for the NCECA website, adding language to the mission statement, pronoun statement, continue to work on action items for diversity advocacy.

*Strategic goal of advancing diversity*

**Gallery Expo**

- Worked with Kilolo Luckett and Syd Carpenter as jurors to select Gallery Expo participants
- Re wrote letters of acceptance and rejection including mission towards equity in representation of exhibiting artists

*Strategic goal of advancing diversity*

**Communication**

- Spoke with Tony regarding social media posts that address contemporary cultural content and how artists, makers, scholars, educators, activists, are addressing and responding to this in their work and lives. Recommended names of people to host weekly posts.
- Wrote social media post for Expo gallery

**Outreach**

- Contacted Debora Littlewing Moore numerous times about participation of local indigenous Powhatan Pottery in the Makers space demonstration.
- Solicited students to apply to undergraduate and graduate fellowships.

*Strategic goal of advancing diversity*

*Respectfully submitted by Lauren Sandler, Director at Large*  
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**Zach Tate, Director at Large**  
**NCECA Board Report**  
**June-October 2019**

- Attended 2019 Summer board meeting in Richmond, VA
- Fielded questions regarding Topical Discussions for perspective applicants
- Assumed responsibility as board liaison of the Green Task Force
- Am currently engaged in several e-mail chains regarding topics of interest for the Green Task Force
- Have scheduled a conference call on October 12 which will allow for all interested members of the Green Task Force (including international) to be a part of
- Attended and lectured at the first Indiana Pottery Conference. Talked about issues regarding ceramics arts education and the role NGO's play in that. Also spoke to the audience about NCECA and the roles that the national organization plays. Talked with conference attendees about the importance of attending NCECA conferences and being active members to help shape the organization's vision.
- Have spoken with AMACO and Skutt about Green initiatives. I am looking forward to update them on the conference call that I will be having in a few weeks with the Green Task Force. Both companies have expressed a lot of interested in getting involved in NCECA's push for consciences artists.
- Am working NEA representative at my college (Northwestern Michigan College) to see what bridges can be created between NCECA and NEA that would help to benefit ceramic arts education in Michigan and throughout Union.

*Respectfully submitted by Zach Tate, Director at Large*  
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**Jeff Vick, Richmond Onsite Liaison**  
**NCECA Board Report**  
**June-October 2019**

**2020 Conference Work**

- Worked with Co-Onsite Liaison to place concurrent exhibitions
- Answering questions and concerns from artists and venues
- All concurrent shows have been placed, however there continues to be some last minute shuffling and/or minor details at some venues before final confirmations are made
- Site visit and tour of venues in Petersburg, VA
- Site visit and tour of venues in Charlottesville, VA
- Helped to receive shipment of pedestals from Minnesota
- Beginning to plan for distribution of said pedestals and potential need for construction of more
- Planning for site visit of convention center with Dori
- Planning for site visit and tour with Lew
- Preliminary planning of shuttle bus route
- Continue to spread word and engage clay community of upcoming conference
- Helping Education Committee to develop a plan for engagement of local K-12 institutions, alternative education centers
- Beginning to plan Collector's Tour exhibition stops and tour
- Contacting local artists, collectors, museums for potential Collector's Tour visits
- Dreaming up plans of advertising for 2020 conference
- Holding weekly meetings with Co-On Site Liaison
- Holding bi-weekly conference calls with Co-On Site Liaison, Josh and Tammy
- Doing some preliminary planning for Make-In

**For the Good of the Board**

I am exhibiting in several group shows that will be on during the 2020 conference: "Continuum: Contemporary Ceramics in Historical Context", "RVA Clay", and one more which we haven't yet named that will be a collaboration with artists from a local tattoo shop who will be decorating pieces made by clay artists

I am planning for several pre-conference workshops

*Respectfully submitted by Jeff Vick, Richmond Onsite Liaison*  
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**Ellie Weber, Student Director at Large**  
**NCECA Board Report**  
**June-October 2019**

- Reviewed submissions for proposals to prepare for voting rounds prior to June board meeting
- Reviewed decisions on proposals and event planning for Richmond after the June board meeting
- Phone and email conversations with SDAL Ashlyn about NSJE, Student Critique Room, Student Interest Proposals, and responsibilities leading up to October board meeting and beyond
- Compiled list for future NSJE jurors in discussion with Brett, Ashlyn, and Josh
- Email correspondence for questions about SDAL nominations and Student Interest Proposals

*Respectfully submitted Ellie Weber, Student Director at Large*  
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**Rhonda Willers, Steward of the Board**  
**NCECA Board Report**  
**June-October 2019**

**Executive Committee**

- Participated in monthly executive committee meetings throughout the summer months.
- Worked with Holly Hanessian, board president, to draft inclusive language and values statement regarding pronouns. *Strategic Plan: Goal 5*

**2020 Conference Work**

**Multicultural Fellows Welcome Gathering:** I'm in the beginning stages of reaching out to potential members to serve as our Multicultural Fellows Gathering Coordinator. I have an interested person and second who is willing to assist as well.

*Strategic Plan: Goal 5*

**Taoxichuan Art Center: Autumn Art Fair**

- Assisted in the coordination of this year's trip to Taoxichuan for the Autumn Art Fair. Brett Binford will serve as the NCECA representative and group leader. We have three students participating: Taylor Sijan (UNL), Jennifer Riddle (CSU-Northridge), Blayze Buseth (WVU).
- Goal for continued participation. I will work with Josh to negotiate a longer term agreement with Taoxichuan Ceramic Art Avenue so that we can better advertise this opportunity with our membership.

*Strategic Plan: Goals 1 & 3*

**Research/Curatorial and Emerging Artist Fellowship in Honor of Helene Zucker Seeman**

- We have secured these two new fellowships for the next three years and potentially longer.
- The jurors for the emerging artists awards will select a female emerging artist (as defined by the HZS Fellowship) to receive an additional fellowship recognition with a monetary gift of \$2,000.
- The nominations committee will select the recipient of the Research/Curatorial HZS Fellowship from applicants who submitted proposals.
- The HZS fundraising team will send a representative to attend NCECA this year. We are providing a complimentary conference pass to them.
- The HZS fundraising team is planning a celebration and fundraising event for late spring 2020. They are hoping to support travel and accommodations for the 2020 recipients. A board member may attend the event as well. We are still working on the details of this aspect.

*Strategic Plan: Goal 3*

**Nominations Committee for 2020 Selections**

- I have been working with Pete Pinnell, president-elect, on the organization and creation of the nominations committee for the 2020 selections. We have a former NCECA honoree, NCECA member, and the required board members ready to participate with a timeline that have motions for the board to consider by November 18th, 2019.

### **Board Member Recruitment**

- I have worked with assistance from Julia Galloway, DAL, to inquire and hold conversations with people interested in potential board service, whether it be now or in the future.
- Several people had to step away from their initial interest in current board service due to extenuating circumstances.

### **For the Good of the Board**

In my professional life, I was a guest artist at the McKeachie-Johnston Studios for the Western Wisconsin Pottery Tour. I continue to research and write articles and will have an upcoming article in *Pottery Making Illustrated* that shares tips about creativity generating activities in the studio.

In early September I created an art happening called *the hammock project*. The score for the event was: alone together, inward openness, radiant connections, and how I go to the woods. Nineteen guests gathered and spent the first 40 minutes in silence while laying in white hammocks installed on my hillside. After that, each guest made a response piece using provided (or personal) art supplies. The response could take the form of drawing, painting, writing, physical movement, etcetera. After that time, we joined for a potluck style meal with conversations focusing on the experience. Finally, a poem was read and a statement of gratitude was shared.

I am finishing work for a group exhibition, *Crowns*, to be held at the Canton Museum of Art, in Canton, Ohio. For this exhibition, I am creating new work based on my experience as a mother. The works will utilize multiple materials and ceramic objects.

At the moment of writing this board report, I am serving as the firing coordinator for the McKeachie-Johnston anagama and am preparing for the firing to official begin tomorrow with a great crew of people including guest artists: Chris Gustin, Doug Casebeer, and Nancy Train-Smith. This special workshop is partially funded by the Wyman Visiting Professorship at the University of Wisconsin-River Falls. Here's to a happy, and a bit magical, 5-day firing.

*Respectfully submitted by Rhonda Willers, Steward of the Board  
Please contact me at [boardsteward@nceca.net](mailto:boardsteward@nceca.net)*

**Tony Wise, Communications Director**  
**NCECA Board Report**  
**June-October 2019**

**General:**

- Attended and participated in monthly Executive Committee Meetings
- Attended and participated in Finance Committee Meetings
- Communicated and collaborated with board and staff as needed via phone and email
- Responded to general questions inquired through email
- Corresponded with NCECA members about concerns or interests they have for the organization
- Collaborated and coordinated on communications efforts for the conference

**Board Meeting: Richmond, VA**

- Discussed conference branding
- Programming for Richmond conference

**Executive Committee:**

- Participated in monthly meetings with the Executive Committee
- Discussed nominations
- Discussed conflict of interest criteria for conference programming

**Finance Committee:**

- Met with finance committee and Morgan Stanley advisors to discuss NCECA investments and future planning

**Communications:**

- Collaborated with Executive Director and NCECA staff on email newsletters.
- Managed and oversaw NCECA Instagram, Facebook and YouTube social media accounts.
  - Instagram Engagement – 31,500 followers (+2000) Reaching 11,700 accounts and 59,000 impressions per week
    - We are using links in app and seeing roughly a 4% click rate
  - YouTube – 3.64k Subscribers with 18,000 views and 141,000 minutes of watch time
  - Facebook – 13,334 Followers, daily reach averaging 3,500
  - Worked to make information for upcoming conference deadlines as accessible/engaging as possible to increase awareness of this programming and encourage applications.
  - Currently working on guest user guidelines
- Managed and oversaw the NCECA blog.
  - Rethemed the blog to align the visual navigations with the main NCECA web page
  - General troubleshooting for transitional issues with the new blog theme
  - Currently working on blog posts for upcoming year

- Coordinated the final editing and release of the 2019 Chipstone Session and Closing Lecture
  - Currently working on streaming initiatives
- Edited, embedded meta-data, and uploaded all content from the 2019 NCECA conference presentations in Minneapolis, MN.
  - This was an incredibly rich experience. Seeing all of the conference presentations from this perspective truly highlighted the amazing breadth of talent in our field. Making content as engaging as possible and embedding meta-data to assist with searchability assisted with goals #2 and #6 of the NCECA Strategic Plan.

### **For the Good of the Board**

I am currently prepping my studio for the winter months and preparing work for an upcoming exhibit at the Chazen Museum of Art in Madison, WI.

*Respectfully submitted by Tony Wise, Communications Director*  
*Please contact me at [communications@nceca.net](mailto:communications@nceca.net)*

**Helen Anderson, Accountant**  
**NCECA Staff Report**  
**June-October 2019**

- Served as member of Budget Committee. Assisted in creating and revising Final Approved 2020 Budget along with Executive Director, Finance Committee, Project Managers and Board members.
- Served as member of Finance Committee. Met on monthly and/or quarterly basis with committee to discuss Morgan Stanley Portfolio performance (with Catherine Coleman and Tanya Merchant from Morgan Stanley) as well as reviewing NCECA Financial Statements. Please see attached copy of Morgan Stanley Portfolio Reports dated 9-30-2019.
- Input, processed, reviewed, and reconciled NCECA accounting data daily. Published and distributed NCECA Financial Statements monthly to Finance Committee and quarterly to Staff and Board. Please see attached NCECA Financial Statements dated 9-30-2019.
- Worked with external CPA/Auditors, Kristin Flewelling and Lynn Mitton, to assist with annual Audit of NCECA accounting data. Please see attached DRAFT copy of NCECA's Audited Financial Statements dated 6-30-2019. The 990 will be sent separately for review by Reena Kashyap. Please review both so we can file the annual 990.
- Prepared, reviewed (with Josh Green) and submitted required financial reports for current and future NEA grants.
- Input, reviewed and processed payroll and benefits each pay period.
- Continually monitor cash balances to ensure funds are transferred and invested in a timely manner to NCECA's Morgan Stanley portfolio.
- Renewed "Showstoppers Event Insurance" (Conference Cancellation insurance). Insurance would cover percentage of NCECA's conference revenue in the event a natural or terrorist related catastrophe occurs prior to or during the 2020 Richmond VA conference. In addition reviewed and renewed Liability and D&O (Directors and Officers) insurance.
- In process of obtaining health insurance quotes for 2020 employee health and dental insurance renewals.
- Worked with credit card processor (BluePay) developers and staff members to create alternative payment option for Helene Zucker Seeman fund.
- Worked with credit card processor and Control Scan to ensure NCECA is PCI compliant.
- Worked with board and staff members to review Resource Hall Only pass options. Established pricing structure for 2020 Conference.

*Respectfully submitted by Helen Anderson, Accountant*  
*Please contact me at [helen@nceca.net](mailto:helen@nceca.net)*

**Candice Finn, Website and Communications Manager**  
**Staff Report**  
**June-October 2019**

**Web Content**

- Continued efforts to update and improve content on the website for conference, calls, job opportunities, industry links, etc – worked with staff and board.
- Updated Slides to promote various NCECA events, calls, registration, etc.

**Communications**

- Eblasts & Enews (worked with Kate, Josh, and Board)
- Created Dropbox file requests for: Presenter PowerPoints, Presenter info to include in the app, Journal content, Program Guide content, and the Annual. Organize and file submissions in Dropbox for easy reference, provide list of items to Dori. Contacted those with missing submissions (headshots, bios, images of their work).
- Press Release Design and Layout

**Print Collateral**

- Assisted David with the coordination of printing and shipping of the poster.
- Appeal letter design and mail merge
- Preparing the art for conference merchandise
- Preparing the art for conference bags
- Sponsorship and advising opportunities packet creation
- Created a logo comps for Cincinnati, handed off to David

**Miscellaneous**

- Gathering content for conference app
- Prepared visual supporting materials for NEA grant

*Respectfully submitted by Candice Finn, Website and Communications Manager*  
*Please contact me at [candice@nceca.net](mailto:candice@nceca.net)*



**Josh Green, Executive Director**  
**Staff Report, June-October 2019**

Governance and Fiscal Leadership

- Conferences with potential donors on future support of diversity initiatives
- Worked with finance manager, treasurer, and past donors in preparation for 2019 audit
- Participation on finance committee calls with Helen Anderson, Reena Kashyap, and Morgan Stanley Investment advisers.
- Periodic communications with President and EC on various policy issues
- Communication and conferences with attorneys at Morgan-Lewis on hotel agreements. Composed letter to modify block agreement for 2021 without penalty.
- Worked with Rhonda Willers, Pete Pinnell, and Holly Hanessian on recruitment of board members for upcoming conferences.
- Communications with friends and survivors of recently deceased ceramic art enthusiast about establishment of memorial funds and awards
- Worked with finance manager on final report for 2020 NEA award
- Developed and wrote NEA proposal for 2021

Management

- Conducted post-conference performance reviews with team members. Worked to update and refine job descriptions.
- Developed a job postings for communications and development specialists as seasonal contract assistance. Interviewed highly desirable candidate and conducted reference interviews.
- Worked closely with staff and association management system provider on migration to new mobile responsive platform

Exhibitions

- Continued correspondence and conferences related to 2020 exhibition venues in cooperation with Brett Binford, Anna Walker, and contacts at artspace, Visual Arts Center of Richmond, and Glave-Kocen Gallery
- Correspondence with leadership at 2020-2022 exhibition venues.
- Communications and negotiation of agreements for 2021 NCECA Juried Student Exhibition venues
- Research on potential 2023 exhibition venues and conference with potential Onsite Conference Liaison

Conference and Other Programming

- Outreach and scheduled meetings with contacts in future conference host cities under consideration.
- Meetings on strategy related to future online programming with 92Y (Virtual Clay lecture series/ #GlobalDayofClay and National Clay week)
- Communicated and met with potential future host sites and onsite liaisons for 2023-2025 conferences

Communications

- Composed communications for NCECA enews and blog
- Periodic communications with individual and organizational members
- Collaborated with Communications Director on agreements for video editor and review of time table for initial releases
- Communications with Programs Director on program proposal review process
- Extensive communications with members at ACC and Studio Potter interested in developing proposals for new programming concepts.
- Communications with those who submitted program proposals for 2020 conference.
- Wrote letters of support for member tenure, advancement, sabbatical, and job search applications

For the good of the board-

Completed catalogue essay for James Watkins retrospective exhibition  
Acted as international observer and facilitated conversations with artists involved in 8<sup>th</sup> Annual Changchun  
China Ceramics Symposium  
Participated in 2019 American Crafts Council Symposium in Philadelphia  
Worked in studio of my mentor Stanley Rosen and provided feedback on recent historical/ critical writing on  
his work

*Respectfully submitted by Josh Green, Executive Director*  
*Please contact me at [josh@nceca.net](mailto:josh@nceca.net)*

**Jacqueline Hardy, Office Manager/Membership Coordinator**  
**Staff Report**  
**June-October 2019**

1. *MemberSuite* Database
  - a. Implemented and collaborated with staff the setup of the new MRP (Mobile Responsive Portal); launched on October 4; Troubleshoot Member login
  - b. Act as liaison between *MemberSuite* representatives and NCECA staff.
  - c. Provided membership and registration reports to Helen for year-end audit.
  - d. Continue to learn the new AMS database and implement new efficient in-office procedures.
2. Membership
  - a. Current active members 5095. Other detailed reports can be requested.
  - b. Serving as customer service representative on a daily basis for incoming calls and emails.
  - c. Coordinated and managed Journal mailing to over 700 members who did not attend the 2019 Minneapolis conference.
3. Conference
  - a. Act as Onsite Registration Manager in Minneapolis, MN March 27-30,2019
    - i. Trained onsite staff the registration system.
    - ii. Coordinated and scheduled onsite staff.
  - b. Post Minneapolis conference tasks
    - i. Follow up with registration cancellations, refunds, etc.
    - ii. Debriefed with staff about onsite registration pros and cons.
  - c. Badge Printing system.
    - i. Found and implemented TRC BadgeRite system; successfully executed onsite.
    - ii. Coordinated the set up for integration of MemberSuite and TRC
  - d. Collaborated with Kate and Candice the production of the Richmond, VA poster and postcard mailing list: Organizations will receive 2-4 posters; Individual members and conference registrants from the past 3 years will receive a postcard.
4. *MemberSuite* Online Registration set-up for Richmond, VA
  - a. Oct. 10 registration deadline was met and opened successfully
  - b. Created Minneapolis registration for Early bird, Advance and Onsite pricing.
  - c. Collector Tour registration management.
5. Online Store
  - a. Created Online Store Ad Sales items for the 2020 Journal, Program Guide, Conference App, Bag Insert, Conference Lanyard Sponsorship and Conference Bag Sponsorship
    - i. Individuals and organizations can one-stop-shop for Resource Hall Booth or Table, Ad Sales, Membership and more.

- b. Fulfilled Online Store merchandise orders by packing and shipping out to customers
- 6. Office administration and operations:
  - a. Upkeep of virtual and physical office daily operations.
    - i. Scheduling Staff meetings for Office Evolutions conference rooms.
  - b. Monitor and reconcile all account receivables.
  - c. Snail Mail retrieval and distributes to staff boxes at Office Evolutions Boulder office.
  - d. Continue to support Josh, Board and Staff with financial, registration and membership reports.

*Respectfully submitted by Jacqueline Hardy, Office Manager/Membership Coordinator  
Please contact me at [jacqueline@nceca.net](mailto:jacqueline@nceca.net)*

**Tammy Lynn, NCECA Conference Assistant  
Staff Report  
June-October 2019**

Disclaimer: I have been on “Summer Vacation” most of this time building a home studio.

Exhibitions

- I’ve been working with Kelly Kerr and Jeff Vick on the compilation and organization of Richmond exhibitions for Bus routes, Program guide, smartphone app and website.

Students

- Review student letters and help students

Pre-Conference

- Gearing up to help people register and answer questions.

Volunteers

- Looking at last years Volunteer positions and seeing where I can consolidate and what needs beefing up.
- Bringing in a new coordinator to run the Help Desk.

Advertising

- Set up a system to organize and track advertising/sponsorship sales

Program

- Attended June Board meeting in order to help with putting together the program guide.

Teamwork

- Attended summer staff meetings.

Database

- Spent time here and there cleaning up the database of duplicate records

Clay related outside of NCECA

- Performing my second term as President of the Boulder Potters Guild. We have 80 members and 9 apprentices and have had a busy year celebrating 50 years as a guild with a Clay Symposium, a couple of exhibitions, a History soiree at a local arts center, and then I threw a big party for the members and their families.

*Respectfully submitted by Tammy Lynn, NCECA Conference Assistant  
Please contact me at [tammy@nceca.net](mailto:tammy@nceca.net)*

**Dori Nielsen, Conference Manager**  
**Staff Report**  
**June-October 2019**

- Approved and prepared for payment conference related expenses that arrived since May.
- Sent acceptance/rejection correspondence through MemberSuite to all who submitted proposals.
- Assisted Mary in establishing the conference program schedule.
- Renegotiated a 2021 hotel contract reducing the number of sleeping rooms by half of the original room block.
- Negotiated additional hotels for 2021.
- On-going communications with the Richmond hotels, convention center, Convention and Visitor's Bureau.
- Working with our Computer Aided Designer in creating the layout of the Resource Hall and Gallery Expo/Projects Space.
- Compiled, emailed, managed 151 agreements for presenters and coordinators and expect to do additional agreements for presenters on yet to be established programming.
- Prepared hotel, packet insert, Cup Sale, pre/post conference events information for posting on web site.
- Made sleeping room reservations for Board, staff, and certain Richmond presenters and expect to make additional reservations.
- Made sleeping room assignments and provided meeting pattern for fall 2019 board meeting.
- Performed a site visit to a city being considered for 2025.

*Respectfully submitted by Dori Nielsen, Conference Manager*  
*Please contact me at [dori@nceca.net](mailto:dori@nceca.net)*

**Kate Vorhaus, Projects Manager**  
**Staff Report**  
**June-October 2019**

1. **Proof reader** – review a multitude of documents for edits, corrections, and readability; e-news, grant content, agreements, catalogues, print ads, Program/Exhibition Guide, etc.
2. **NEA Grants** – gather components with Josh and Helen then submit all text, budgets, images, and catalogue samples through NEA online portals. Submitted final reports for 2019 Minneapolis, MN and new grant proposal for 2021 Cincinnati, OH; notification in spring 2020.
3. **Website** – Work with Candice on content; page updates, Member Events, and Job Listings.
4. **Platforms I use:**
  - **MemberSuite** use daily for individual/organizational look ups, create products for Commercial Booths/Resource Tables for online requests/payments, create registration fees for Resource Hall representatives, register all reps, run reports and queries. 2020 programming call forms built summer of 2019 and 2021 programming calls to be built winter 2020.
  - **Word Press** – Monitored for 2020 Concurrent and Venue Originated calls. 2021 CE and VOE calls to be built fall 2019. May use MemberSuite for CE and VOE going forward.
  - **CaFE** – CallForEntry – used for exhibition calls.
  - **CrowdCompass** – use to provide content for app.
  - **Dropbox** – use to access components for multiple projects.
  - **GoogleDocs** – use to edit collaboratively with Board and Staff. Worked with Dori to create spreadsheets with direct links for early programming proposal review and selection.
5. **Ring Central** – phone system
6. **Committees** – no active participation in any committees
7. **2020 Resource Hall** – Worked on floor plan design with Dori, Josh, Gary and CAD person at Fern Expo. Tables (127) on the left and booths on the right (129 full booths and six half booths). Large footprint exhibitor selection prior to release of packet 2020 Resource Hall Packet to be released week of October 14, 2019. Will work on assignments and payments. Provide to Candice for Program Guide – exhibitor lists, Gallery Expo content, and Projects Space content. Upload/maintain Resource Hall and Gallery Expo content for the app using CrowdCompass.
8. **Calls for Entry, Proposals, and Nominations**
  - a. **2020 Annual – *The Burdens of History*** Curated by Anna Walker hosted by Visual Arts Center of Richmond and Glave Kocen Gallery. Support for Brett, Anna Walker, and venue staff. Primary contact with CaFE; tech support for applicants and curator, confirmed membership and payments. Six invited artists and 27 juried artists, selected from CaFE call. 912 images submitted by 212 artists representing over 500 works (2019 - 986 images submitted by 247 artists representing 615 pieces.) Will work with Candice on the catalogue.
  - b. **2020 NSJE** – hosted by artspace. Support for Ashlyn and Ellie, tech support for applicants and jurors, Virginia Scotchie and Salvador Jiménez-Flores. Primary

- contact with CaFE; confirmed membership, payments, and adherence to image guidelines. Received 988 images/5 video from 319 students, (2019 - 970 images/4 videos from 312 students) (2018 - 830 images/10 videos from 273 students.) Adjudication in process. Will work with Brett, Ashlyn, and Josh on Awards and acceptance packet. Will work with Candice on the catalogue.
- c. **2020 CE/VOE** – support for Kelly Kerr, Jeff Vick, and Tammy Lynn.
  - d. **2020 Emerging Artists** – support for Julia, tech support for applicants and jurors, Kevin Snipes and Sequoia Miller. Form in MemberSuite and recommendations were received confidentially at [emergingartists@nceca.net](mailto:emergingartists@nceca.net) . 66 applications received (87-2019, 62-2018, 49-2017, 47-2016, 74-2015). Adjudication in process, Dori to send contracts. Work with Julia and Josh on EA Exhibition documents.
  - e. **2020 Regina Brown Undergraduate Student Fellowship** - support for Nominations Committee, tech support for applicants, form in MemberSuite and letters received confidentially at [fellowships@nceca.net](mailto:fellowships@nceca.net) Call to close Oct 9, 2019 (eight-2017, five-2016, and seven-2015). Membership verification required. Follow-up with agreements, check requests, and final reports/payments.
  - f. **2020 NCECA Graduate Student Fellowship** support for Nominations Committee, tech support for applicants, form in MemberSuite and recommendations are being received confidentially at [fellowships@nceca.net](mailto:fellowships@nceca.net) Call to close Oct 9, 2019 (eight-2017, six-2016, and eight-2015). Membership verification required. Follow-up with agreements, check requests, and final reports/payments.
  - g. **2020 Multicultural Fellowship** – support for Nominations Committee, tech support for applicants, new form built in MemberSuite and recommendations are being received confidentially at [fellowships@nceca.net](mailto:fellowships@nceca.net) . Call to close Oct 9, 2019 (28-2018, 23-2017, 16-2016 and 33-2015). Follow-up with agreements, check requests, and final reports/payments.
  - h. **2020 International Residency program** – support for Julia and residency hosts. Proposals due by October 15, 2019. Two residencies to be selected for 2020. Proposals not selected for 2020 will be passed on to new DAL for 2021 and 2022. Call to close January 22, 2020. Will follow up with artist agreements, host payments and resident final reports and reimbursements.
  - i. **2020 Gallery Expo** – support for Lauren and participants. Process payment, register reps.
  - j. **2020 Projects Space** – support for Brett and Dawn Holder or Marianne McGrath. Tech support for applicants and jurors. Seven proposals (7-2018, 9-2017, 12-2016, 13-2015)
  - k. **2020 Awardee and Board Nominations** – support for Nominations Committee and submitters, forms in MemberSuite. Calls end October 9, 2019.
9. **2019-2020 Projects follow-up**; Student Fellowships, International Residencies, Annual exhibition and NJSE (catalogue mailing, return shipping reimbursements, NJSE Awards checks and Sponsor Thank you letters, etc. Provide Awardee lists and other content from 2020 conference to Candice for posting on website.



**10. 2021 Projects preparation**

- a. **2021 Concurrent Exhibitions and Venue Generated Exhibitions**– support for Marsha Karagheusian and Lisa Merida-Paytes. Prospectus needs to be updated and posted. Forms to be built in MemberSuite or Word Press? Tech support for applicants and jurors. CE deadline ???, 2020, VOE deadline needs to be determined.
- b. **2021 Annual** – support for Brett and curator, Shannon Rae Stratton. Call needs to open before 2020 conference in CaFE. Tech support for applicants.
- c. **2021 NJSE** – support for Brett, Ellie, and jurors Jessica Edgar and Malcolm Mobutu Smith. Call needs to open before 2020 conference in CaFE. Tech support for applicants.
- d. **Build 2021** programming calls in MemberSuite, and update all web pages/prospectus for 2021 Cincinnati. 18 calls.
  - **Program Proposals** - Histories and Contexts, Clay Discourse, Materiality and Technology, Learning Modalities, Social and Sustainable Impacts, Career Paths, Maker Spaces (to be built as one form w/category dropdown)
  - **Demonstrating Artists, Projects Space, Gallery Expo** (to be built as separate forms)
  - **Emerging Artists**
  - **Clay Conversations, Student Interests, and Short Form** (built as separate forms)
  - **Regina Brown Undergraduate Student Fellowships, NCECA Graduate Student Fellowships, Multicultural Fellowships, and NCECA Helene Zucker Seeman Curatorial, Research, and Critical Writing Fellowship for Women** (built as separate forms)
  - **Board Nominations** (built as one form w/category dropdown)
  - **Honors, Fellows, Excellence in Teaching, Outstanding Achievement** (built as one form w/category dropdown)

*Respectfully submitted by Kate Vorhaus, Projects Manager  
Please contact me at [kate@nceca.net](mailto:kate@nceca.net)*