

**NCECA Executive Committee Meeting
Wednesday, October 28, 2015
Hilton Hotel, Portland, OR**

In attendance:

Executive Committee Board members Patsy Cox, Chris Staley, Cindy Bracker, Leigh Taylor Mickelson, Lee Burningham, Mary Cloonan, Jill Oberman, and NCECA staff Josh Green

Absent: Deb Bedwell (President Deb Bedwell was unable to attend due to recent major surgery, so Past President Patsy Cox led the meeting.)

8:30am meeting called to order by Pasty Cox

The Board moved to accept the meeting agenda.

The Executive Committee met to discuss the full Board meeting agenda, and to streamline upcoming discussion of certain topics with the full Board. Topics addressed included NCECA leadership development and board service, NCECA's next strategic planning meetings, an update of the Executive Director mid-year review, changes in Colorado Health Care that will affect NCECA staff, changes to the structure of future Board meetings, status of KC conference programming, changes in future NCECA sponsored exhibitions, the status of the KC Collector's Tour, NCECA fundraising, how the new bylaw change has affected the Nominations Committee, and possible changes to the length of the Presidential term.

The meeting recessed at 5:28pm

**NCECA Full Board Meeting
Thursday, October 29, 2015
Hilton Hotel, Portland, OR**

In attendance:

Board members Patsy Cox, Chris Staley, Cindy Bracker, Leigh Taylor Mickelson, Lee Burningham, Mary Cloonan, Jill Oberman, Jane Shellenbarger, Dandee Pattee, Dylan Beck, Paul Donnelly, Roberto Lugo, Jen Chua, Shalya Marsh, Amy Duke, and NCECA staff Josh Green and Dori Nielsen

Absent: Deb Bedwell

8:30am meeting called to order by Patsy Cox

Welcome

Pasty welcomed the Board.

The Board then confirmed the succession of recently nominated President Elect Chris Staley as the NCECA President for 2016-2018. Chris also welcomed the Board, and shared his goals for his Board service: for the board to make the best use of our time together; productive team work (when we honor this, it is greater than ourselves-we have each others backs); and outreach-art saves lives (clay gives to us, and we have something to give back. How can we reach the largest audience?)

Josh updated the Board on the state of NCECA. All is moving forward, staff is working hard, and people seem to be noticing the positive work that NCECA has been doing.

Consent Agenda

After discussion by the Executive Committee the previous day, and a brief discussion on each item by the full board, the Board of Directors agreed to the following:

- To approve the motion to move forward with strategic planning meetings with Marilyn Coleman (to establish outcomes 3 and 4)

DESIRED OUTCOMES

of EC discussion on Strategic plan

1. Gain a clear understanding of factors that shaped the last strategic plan.
 2. Create a statement of progress linked to the current strategic plan. (Strategic plan update 12.12.2)
 3. Create a living document that includes vision, strategies, tactics and some effort to connect them to resources. The board will actually use and revise it continually over the next five years
 4. Motion to full board to engage planning consultant and budget implications
- To approve the motion that only the Executive Committee travel to the host city of the following year's conference for a two day meeting in the fall. Other board members would participate via conferencing technology in a one-half to full-day meeting immediately following the EC Meeting.

Primary purposes of the autumn meeting are 1) to work on strategic and long range concerns of the council with the Executive Director; and 2) to

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interact with the future conference's On Site Liaison and perform outreach focused on development within the conference community. The culmination of this meeting will include the full board joining the EC using conferencing technology to discuss issues and consider pertinent motions.

- To approve the motion that NCECA retire use of "Invitational" and "Biennial" exhibitions branding
- To approve the motion that students will be eligible to apply only to the National Student Juried Exhibition
- To approve the motion that NCECA will engage a single juror for annual future exhibitions that will replace the exhibitions cycle formerly known as *Biennial* and *Invitational*. This juror shall be recognized as having a depth of knowledge of contemporary ceramics. The juror will work with Exhibitions Director and where necessary a representative of the host institution to develop exhibition theme and the works selected for the exhibition. Each exhibition will be built around a core group of five invited artists and include an opportunity for submissions from the field. (This motion does not affect the NSJE).
- To approve the motion that the Board commit to the implementation of a matrix that documents strategic priorities for future awardees and makes use of this matrix to cultivate materials required for nominations.
- To approve the motion that the six-year term of the presidential cycle be amended to a to a four-year term. The term will consist of one year as president-elect, two years as president and one year as past-president (although this may vary in the first cycle of implementation).
- To approve the motion that NCECA create a new board position, "Steward of the Council". The Steward of the Council shall serve a two-year term, overlapping the succession of persons in the presidency.
- To approve the recommendation that Secretary Jill Oberman shall amend language to the pertinent bylaws that speak to the term and responsibilities of the president-elect, president, and past-president and to define the role of the steward for board approval.

ED review, Board reports

A review of the Executive Director Josh Green occurred prior to the meeting. The review committee (Chris Staley, Patsy Cox and Deb Bedwell in absentia) reported that the performance of the executive director was more than satisfactory and that an additional review would take place prior to the spring board meeting. Reports, including those from Board, NCECA ED and staff, were submitted and approved.

2016 KC conference update

The conference is shaping up well, and we are still working to fill a few key headliner spots.

GALLERY EXPO

Interest in the Gallery Expo has grown over the last few years, and for the first time demand to participate has exceeded capacity. Also, there seems to be a need to improve the display for emerging artists, including better walls and better lighting. After discussion mostly concerning funding sources, installation help, and future storage, the Board approved a motion to create a new exhibition “pod”/ and or to improve lighting and staging of the Emerging Artists work, or seek an alternative venue.

Passed Masters

Board members were asked to please communicate with NCECA when those who are meaningful to our community pass on so all can be acknowledged. The Past President will continue to curate the section of Passed Masters to include 3-4 people each year honored with a brief life summary at the conference.

50th anniversary

The Board brainstormed ways to distinguish our upcoming conference as our 50th anniversary. Plans to honor past NCECA Board members, personal mentors, passed masters were discussed, as well as the creation of a ceramic history timeline.

Financials

NCECA staff accountant Helen Anderson joined the meeting via Skype. Helen shared the status of our most current financial reports and our annual audit. We had a few internal management items from the audit, which were pretty standard and have been taken care of. Financials remain sound and on track.

Development report

Fundraising has been a new goal of NCECA in the last few years, and donations have been steadily increasing. There was 100% Board giving this year. If fundraising is to

continue to grow in the future, there will likely be the need for a membership/development director position to be established.

Clay FabLab

The Board discussed the establishment of the NCECA FabLab, which would be including in the KC conference programming, as well as at future conference. The current proposal includes demos by Andy Brayman and Shoji Satake, with 92Y interested in sponsoring a live stream during the demos for those not at the conference. The board agreed to support the FabLab proposal, and to either use contingency funds or request a budget variance to financially make this possible.

Collectors Tour

The KC Collectors Tour is progressing well, with an enthusiastic group of participants and locations for the tour. Leslie Ferrin will be assisting with the tour again this year. Board and volunteer roles to be established soon.

New Conference Registration

NCECA has hired an outside company to assist with registration beginning with the KC conference. This should alleviate staff hours previously committed to registration prior to and during the conference, and the increased costs should be easily recouped by reduced staff work time. The most noticeable change to our membership will be that conference badges will be printed on site at check in.

Blog

The NCECA blog continues to grow in viewership exponentially, and constantly offers fresh, new, useful NCECA information for our members.

50th Anniversary video project

Cindy updated the Board on the video project. Video interviews are at the producer, as well as process room videos and more. The interviews will be stitched together with images from our archives, and will reflect our 50 great years.

Social Media

NCECA has a strong social media presence, and can be found on Twitter, tumblr, linked in, Facebook, Pinterest, Instagram, podcast, and our blog. Social media helps people engage with NCECA, and informs them more about what we do, helps to set expectations and to plan for our events and the conference, and to explain more about our membership program. The work Cindy has done to establish this all in the last few years has been amazing. Thank you!

Honors and Fellows Exhibition

Peter Held joined the meeting via Skype to update the Board on the status of the upcoming Honors and Fellows exhibition for the KC conference. There will about 60 artists participating, and there will be a range of work, including some archival photos.

Exhibitions Report

Leigh Taylor Mickelson expanded on her board report on exhibitions. After a brief discussion on deadlines for exhibition submissions, the Board agreed that with Josh Green’s input, Leigh, Paul Donnelly, and Dylan Beck, would look at the current language on our call for exhibitions, and make necessary changes to ensure the best structure for both gallery venues and artists.

50th Anniversary Journal-The NCECA Reader

Josh updated the Board on behalf of Garth Johnson, on the status of our 50th Anniversary Journal. Garth and his committee have selected a series of articles, and organized them in categories. This journal will be published as an electronic print on demand book. NCECA will also hopes to print individual pdfs of journal articles.

Program Review Process for future meetings

Program Director Mary Cloonan hopes to make the program review process for the Board easier and more efficient in the future. She suggested that each Board member committee to doing a little more “homework” before each meeting, to help along the process when we are all together at the spring board meeting. She also hopes to start the discussion on our headliners earlier to help make planning smoother in the future, and so we can help plan the best possible conference each year.

NCECA Journal

The Board agreed to establish a committee that will work on identifying what our future journal should be, and what might work best in the future. This committee will include Cindy Bracker, Dylan Beck, and Dandee Pattee, with input from Josh Green and Chris Staley.

The meeting recessed at 4:42 pm

In attendance:

Board members Patsy Cox, Chris Staley, Cindy Bracker, Leigh Taylor Mickelson, Lee Burningham, Mary Cloonan, Jill Oberman, Jane Shellenbarger, Dandee Pattee, Dylan Beck, Paul Donnelly, Roberto Lugo, Jen Chua, Shalya Marsh, Amy Duke, and NCECA staff Josh Green and Dori Nielsen

Absent: Deb Bedwell

8:30am meeting called to order by Patsy Cox

Nominations recommendations

Patsy Cox updated the Board on the recent actions of the Nominations Committee (comprised of Past President Patsy Cox, President Elect Chris Staley, NCECA Fellow Keith Williams, DAL Roberto Lugo, SDAL Jennifer Chua, and member at large Anat Shiftan). The committee solicited nominations online, and identified potential candidates for nominations.

Candidates/Nominees

The Board approved to the following recommendations made by the Nominations Committee:

Honors and Awards

Fellows of the Council (up to 2 awards given each year)

- Steve Hilton
- Glenda Taylor

Honorary Members (up to 2 award given each year)

- Stuart Kestenbaum
- Nina Hole

Excellence in Teaching Award (up to 2 awards given each year)

- Victor Babu

Outstanding Achievement Award (1 award given each year)

- Linda Lighton

Regional Award of Excellence (nominated by on-sites, 2 awards given each year)

- Bill and Anne W. Bracker
- C. Richard and Evelyn Craft Belger

NCECA Board Nominations

Director at Large Candidates (2 candidates were ratified by the Board, as required by our bylaws)

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- Eric Rempe
- Russell Wrangle
- Additional candidates Dara Hartman and Anthony Merino were nominated, and are welcome to run without board endorsement

Student Director at Large Candidates (2 candidates were ratified by the Board, as required by our bylaws)

- Naomi Clement
- Alexander Thierry
- Additional candidate Melissa Sturman was nominated, and if she meets student status requirements, is welcome to run without Board endorsement

President Elect Candidate

- Holly Hanessian

Treasurer Candidate

- Reena Kashyap

Second Portland Onsite Liaison

- Brett Binford

On-site Liaison for the 2018 Conference

- The board of directors approved the first On-site Liaison for the 2018 conference. Public announcement of this new board member and 2018 conference site to be made at the conclusion of the 2016 conference.

Across the Table

Namita Gupta Wiggers joined the meeting in person, and Michael Strand joined via Skype. They updated the Board on the status of the Across the Table project. Deadlines are approaching and submissions are starting to come in on their website, <http://app.ncecaacrossthetable.com/>. 20-25 projects have already been submitted, and the deadline for submissions is due January 4, 2016.

NCECA Programming outside of Conference

Josh reported on the continued efforts to have NCECA sponsored year round programming with symposiums and exhibitions, as well as online lectures with the 92Y. NCECA plans to expand our involvement where we can.

Portland NCECA update

Plans have begun for our 2017 conference in Portland, OR. Onsite Dylan Beck has been work with local organizations, paving the way for a great conference. The Board discussed the Oregon Potters Association (OPA), and the timing of their

spring Ceramic Showcase. The Board would like to support this showcase through promotion, and suggested that they hold their showcase as a pre- or post-conference event.

e-balloting

Increasing voter turnout has continued to be a goal for NCECA. Our last online member vote for bylaw changes was the first to use SurveyMonkey as the vehicle to cast votes, and was a big success. We will use SurveyMonkey again for our upcoming Board Candidate vote.

Fall Board meeting and Strategic plan

NCECA is currently setting the agenda for our spring meeting, and the board will discuss the strategic plan then

Guide to the board

The Guide to the Board needs updating, and will be updated by the Secretary, Jill Oberman.

Student status

SDAL Jen Chua has been working on updating and clarifying our definitions for student status. The Board approved an amended draft of the new policy, which includes current students, post-bac students, and apprentices, and Jen will work with Josh to perfect and finalize policy language.

SDAL language for eligibility

We are creating a student membership policy to be used for SDAL eligibility. The Board approved the motion to amend the bylaw language to read:

Student Directors-at-Large shall be nominated and elected by the members annually to serve one two-year, non-renewable term that is staggered and overlaps one year. Student Directors-at-Large must be a current student member in accordance with NCECA's policies and at least 21 years of age. Student Directors-at-Large shall serve as advocates for student concerns and shall coordinate student initiatives and programming. Student Directors-at-Large shall organize the NCECA National Student Juried Exhibition under the guidance of the Exhibitions Director. Student Directors-at-Large shall serve as one of the Undergraduate Student Fellowship jurors in the selection of awardees. Student Directors-at-Large shall assume committee responsibilities at the request of the President.

Investment Policy

The Board agreed to accept the proposed investment policy.

Donor Ask Letters

The Board took some time during the meeting to personally sign donor ask letters

KC Conference update

Paul Donnelly and Amy Duke have been working tirelessly to secure the best local programming for our Randall Session, and will confirm that soon.

KC Volunteer coordinator

Looking for coordinators, bus tour coordinators, and volunteers for the KC conference. Please contact Amy or Paul if you know of anyone who would be helpful here.

KC Concurrent Exhibitions

Paul Donnelly reported on the status of the KC exhibitions. There will be plenty of great, diverse ceramics to see, many shows are within a mile and walking distance from the convention center. There are currently 105 shows, plus more in Lawrence, and the bus tours have already been planned ahead of schedule.

Portland reception

The Board was prepped as to who would be attending the Board reception later that day, which included many local gallery representatives, as well as some local artists.

Future sites for conferences 2020

Sites for future conferences were discussed, and a list was created for Dori Nielsen to further investigate.

The meeting recessed at 4:57 pm

**NCECA Full Board Meeting
Saturday, October 31, 2015
Hilton Hotel, Portland, OR**

In attendance:

Board members Patsy Cox, Lee Burningham, Mary Cloonan, Jill Oberman, Dylan Beck, Paul Donnelly, Jen Chua, Shalya Marsh, and staff Josh Green and Dori Nielsen

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Absent: Deb Bedwell, Chris Staley, Cindy Bracker, Leigh Taylor Mickelson, Jane Shellenbarger, Dandee Pattee, Roberto Lugo, Amy Duke

9:00am meeting called to order by Patsy Cox

Portland Reception Recap

The Board discussed the Portland reception, and shared details of those that were interested in helping with and excited for Portland NCECA 2017

Unfinished business

Expo Pod

There was more discussion on the building of a new pod for the expo. While the Board would like to give emerging artists a better display option, the downsides of building a new pod (cost, set up time, storage) are real, and not resolved. After further discussion, the Board agreed to investigate other options for the emerging artists display, and to revisit this motion with more information.

Recommendations were made to contact exhibition design program at Kansas State University, and to explore options to build or rent additional display units from George Fern Corp or other similar businesses, art fair companies. Dori and Josh were charged to investigate and make a decision within budgetary constraints. Those that voted for this motion can then vote to rescind if better options are uncovered.

Presidential Pin

Patsy Cox shared mock-ups of a new Past President's pin and support was acknowledged to move forward with commission of a small edition.

Future Conference Sites

Discussion about possible future conference sites for 2020 and 2021. Three potential locations were recommended for further investigation.

October 2015 Board Meeting minutes respectfully submitted by Jill Oberman with edits provided by Joshua Green 1/9/16, and edits provided by Deb Bedwell 2/4/2016.