

**NCECA Executive Committee Meeting
Tuesday, June 6, 2017
Omni William Penn Hotel, Pittsburgh, PA**

In attendance: NCECA Executive Board members Cindy Bracker, Mary Cloonan, Holly Henessian, Steve Hilton, Reena Kashyap, Leigh Taylor Mickelson, Jill Oberman, and Chris Staley; and NCECA Executive Director Josh Green and Accountant Helen Anderson.

9:10 am meeting called to order by NCECA President Chris Staley

The Executive Committee met to discuss the full Board meeting agenda, and to streamline upcoming discussion of certain topics with the full Board. In addition, the EC spent a significant amount of time meeting with Marilyn Coleman, who is facilitating our current strategic planning.

After welcoming us all to the meeting, the board went into a brief executive session to discuss NCECA staff performance reviews. At this time, the annual Executive Director review had begun, but had not been finalized with a meeting. The committee planned to meet soon.

2017-2018 Budget Review

Josh, Reena, and Helen reported that creating our next budget went smoothly this year. Early drafts under-projected conference attendance for next year, which seems to be increasing each year, and have been adjusted. The Board also discussed budget implications for implementing our strategic plan, grant funding, our investment portfolio, and future needs to upgrade our website and database. The EC agreed to propose to the full board allocating some of our unrestricted development funds towards and unrestricted website and database development fund.

New Business

The EC agreed to support a GYST (Getting Your Sh*t Together) partnership in the resource hall for NCECA 2018, and will work on developing a written policy standard this fall for making partnerships in the future.

92& Global Day of Clay

NCECA will support the 92Y with their upcoming Global Day of Clay, November 8, 2017. Utilizing social media, #GlobalDayofClay will celebrate ceramics all over the world exploring new ideas, innovations, techniques, and works that are shaping the future of clay.

Nominations

The Board is committed to encouraging and welcoming the best, most diverse candidates for future board service, and agreed to work harder to generate a wider interested in board positions.

The meeting was recessed at 5:42 pm

**NCECA Full Board Meeting
Wednesday June 7, 2017
Manchester Craftsmen's Guild, Pittsburgh, PA**

In attendance: NCECA Board Members Cindy Bracker, Naomi Clement, Mary Cloonan, Julia Galloway, Holly Henessian, Steve Hilton, Reena Kashyap, Kate Lydon, Leigh Taylor Mickelson, Sarah Millfelt, Jill Oberman, Shoji Satake, Brandon Schnur, Chris Staley, and Russell Wrangle; and NCECA staff Helen Anderson, Josh Green, and Dori Nielsen.

Board member Roberto Lugo joined the meeting at 2:40pm

9:05 am meeting called to order by Chris Staley.

Board and Staff reports

The Board reached consensus on the following **motion**: to approve the combined Board and Staff reports June 2017 submitted prior to the meeting. (Moved by Cindy Bracker, seconded by Leigh Taylor Mickelson). They will be published for public viewing on the NCECA website.

Strategic planning with Marilyn Coleman

Marilyn Coleman lead a discussion with the full board, reviewing our current strategic planning status, and allowing for any additions, corrections, or thoughts to be shared on the content of our plan draft. She shared the thoughts of the member focus groups held during the 2017 NCECA conference, which were asked to respond to the question, "What is the unique role of NCECA in the field, and if you were in our shoes, where would you focus NCECA's efforts in the next 5 years". We should be on schedule to approve our final draft at our fall board meeting.

Finance

Reena updated the full board on our current financial status, noting that NCECA is in a strong position, and currently has an excess of funds in cash deposits. After discussion, the board reached consensus on the following **motion**: to move cash deposits into CD's, leaving adequate resources to conduct operations through the 2018 fiscal year. (Moved by Cindy Bracker, seconded by Holly Henessian).

Budget

Josh shared that our budget is created by analyzing four-year averages of NCECA's revenue over projections. As conference attendance has grown, so too have costs,

especially in the areas of collateral materials, honoraria, and catering. Also, our database has reached near capacity for conference attendance and registration needs. After discussion, the board reached consensus on the following **motion**: to approve the 2018 Budget (moved by Cindy Bracker, seconded by Holly Henessian).

Timeline review for 2018 conference and discussion

Josh encouraged board members to share calendars and timelines in our google docs shared folder so all board members have access to dates and information as it is confirmed. Jill will update our current guide to the board, and will also create a short quick guide that can be used to share with future potential board candidates.

Pittsburgh NCECA

Shoji and Kate shared an update on Pittsburgh NCECA planning. Most major museums are on board to host something special for NCECA, as will outlying communities. We are hoping to site all 66 accepted exhibition proposals in gallery or alternative spaces, and to increase hype on social media. Plans are also underway for the Collector's Tour

Minneapolis NCECA

Sarah shared that planning is also already underway for our 2019 conference in Minneapolis. After discussion, the board reached consensus on the following **motion**: to accept Claytopia as the theme for the 2019 Minneapolis NCECA conference (moved by Cindy Bracker, seconded by Reena Kashyap). Sarah and her team will work on creating a short blurb that captures the essences of theme for our members.

Pittsburgh Exhibitions

Leigh shared the highlights of her board report concerning exhibitions for Pittsburgh. The 2018 Annual, Visual Voices: Truth Narratives will be juried by Winnie Owens-Hart, and will held at the Society for Contemporary Craft, and the 2018 NSJE will be juried by Martina Lantin and Sam Harvey. Plans are being made for juror selections for the Annual and the NSJE in Minneapolis.

Canadian Artists in NSJE

Naomi started a dialogue on including Canadian artists in the 2019 NSJE in Minneapolis, with plans to eventually establish this exhibition as one open to all qualified national and international students in the future. After much discussion on logistics, shipping, insurance, and other potential complications, the board reached consensus on the following **motion**: to accept submissions from students enrolled in a US or Canadian based degree programs in Ceramics for the NSJE exhibition starting in 2019 Minneapolis NCECA.

Discussion continued, including the need for possible restrictions, either for Canadian artists or all artists, based on shipping requirements. Also, our NSJE name (National Student Juried Exhibition) might need some revision. The board agreed to open up this discussion again at our October board meeting. A task force was

created to problem solve this motion, and includes Naomi Clement, Brandon Schnur, Steve Hilton, and Sarah Millfelt.

Communication Updates

Cindy updated the Board on our Social media outlets. All are growing, and take time and energy to manage. The Board agreed to contribute to our Instagram, sharing artists and their work that have impacted and shaped our field in a historical way. After some discussion, the board reached consensus on the **motion** to: approve the media usage policy as submitted to the board. (moved by Cindy Bracker, seconded by Shoji Satake).

Future NCECA conference host cities update:

The Board had already begun working on future NCECA conference host cities. After some discussion on logistics outside of our control, plans were made for 2021 and 2022. (locations to be shared at a future date).

There was also some discussion on future onsite liaisons for 2020, and a selection was made (also to be announced at a future date).

Conference Survey

Cindy shared some trends and info obtained from our 2017 survey of our Portland conference. There were less than 20% responders-too low to make definitive responses, but still helpful and interesting information, which the board will consider when making decisions for our future planning. Supporting our growing numbers while still hosting an intimate, relevant, and diverse conference are our most pressing concerns based on feedback from the survey.

Programming and Proposal Reviews

The Board began discussion on conference proposals to establish programming for the 2018 Pittsburgh conference. Mary led the discussion, guiding the Board to select the strongest, most relevant proposals submitted. There was a lot of impassioned discussion about each of the proposals, as well as our method used to make our selections. Each Board member was required to read and assess all proposals before the meeting in hopes of streamlining the selection process.

The meeting was recessed at 5:00 pm

**NCECA Full Board Meeting
Thursday June 8, 2017
Omni William Penn Hotel, Pittsburgh, PA**

In attendance: NCECA Board Members Cindy Bracker, Naomi Clement, Mary Cloonan, Julia Galloway, Holly Henessian, Steve Hilton, Reena Kashyap, Roberto Lugo, Kate Lydon, Leigh Taylor Mickelson, Sarah Millfelt, Jill Oberman, Shoji Satake, Brandon Schnur, Chris Staley, and Russell Wrangle; and NCECA staff Helen Anderson, Josh Green, and Dori Nielsen.

9:02 am meeting called to order by Chris Staley.

Emerging Artists, International Residencies

Julia asked for board support for her emerging artist jury selections, and shared that she has already begun contacting international residency programs to apply for the NCECA International residency program.

Clay Stories

Clay Stories has been a part of NCECA now for a few years, and would benefit from more NCECA support. The board agreed to recommend two clay story hosts each year, with a two-year commitment in alternating years, so each year there is someone leading from last year, and someone new. Hosts would help select and solicit storytellers.

Programming and Proposal Reviews

Programming review continued through the end of the day.

The meeting was recessed at 4:37 pm

NCECA Full Board Meeting

Friday June 9, 2017

Omni William Penn Hotel, Pittsburgh, PA

In attendance: NCECA Board Members Cindy Bracker, Naomi Clement, Mary Cloonan, Julia Galloway, Holly Henessian, Steve Hilton, Reena Kashyap, Roberto Lugo, Kate Lydon, Leigh Taylor Mickelson, Jill Oberman, Shoji Satake, Brandon Schnur, Chris Staley, and Russell Wrangle; and NCECA staff Helen Anderson, Josh Green, and Dori Nielsen.

Absent: Sarah Millfelt

8:32 am meeting called to order by Chris Staley

Programming

Programming discussion continued, including selections for keynote speaker, demonstrating artists, closing speaker, honors, fellows, and other headliners.

Multicultural Fellowship, special circumstance

Josh shared that last year NCECA gave a multicultural fellowship to a Pakistani Artist, Fazel Shiek. Unfortunately, he was unable to get a visa for NCECA, and the money has not been spent. After some discussion, the board reached consensus to approve the **motion** to: allow Fazel Shiek to apply his Multicultural fellowship funding (\$450) to a project that furthers art and education in Pakistan (moved by Cindy Bracker, seconded by Naomi Clement).

NCECA honorarium, special circumstance

Two of NCECA's paid conference staff have been selected to be presenters on panels for 2018. After some discussion, but no official vote, the board agreed to allow for payment in both capacities next year.

Topical Discussion presenter honoraria

In the past, topical discussion presenters did not receive any honoraria for their contributions. After some discussion, the board reached consensus to approve the **motion** to: have topical discussion presenters receive a conference pass once they purchase an NCECA membership, limit two passes granted per discussion group (moved by Naomi Clement, seconded by Mary).

Board Business

Board members will continue to encourage member participating in future board service roles, nominations for awards, and in programming submissions.

The meeting was adjourned at 4:45pm by Chris Staley.

Minutes respectfully submitted by Jill Oberman, NCECA Secretary