

**NCECA Executive Committee Meeting
Wednesday, October 25, 2017
Hilton Minneapolis Hotel, Minneapolis, MN**

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

7:00pm meeting called to order by NCECA President Chris Staley

The Executive Committee met in executive session to review recent NCECA progress and issues relating to NCECA policies, staff, facilities, and support.

Executive Director Josh Green gave an update on the progress of the new database.

Strategic Plan discussion

EC continued its discussion of the Strategic Plan and passed an informal resolution to put its support behind it for approval and adoption by full board

Process Room-conference

The EC discussed the current programming for the 2018 Process room.

NCECA President Chris Staley recessed the meeting at 9:20pm

**NCECA Full Board meeting
Thursday, Oct 26, 2017
Hilton Minneapolis**

In attendance: NCECA Board Members Cindy Bracker, Naomi Clement, Mary Cloonan, Julia Galloway, Holly Hanessian, 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 Josh Green and Dori Nielsen.

Absent: Board member Roberto Lugo

8:58am meeting called to order by NCECA President Chris Staley

**Executive Director report, Josh Green
Database**

Josh updated the Board on the progress of the new database. The staff has been working with MemberSuite, learning the basic structure of the new database, and

giving input towards how to best configure the software. Plans are to maintain the current database for registration through the end of the year, and to use our new database starting in January. The old database will be kept to use as backup.

Storage

Everything not in current use in the NCECA Colorado office was successfully moved into storage in Pittsburgh.

Staff

NCECA staff is doing well. The Presidential Cycle (President Chris Staley, President Elect Holly Hanessian, Steward of the Board Steve Hilton) and Treasurer Reena Kashyap worked with Josh and Helen Anderson on a new job description for Helen to better reflect the work she has been doing for NCECA. Her new job title is Manager of Finance and Accounting (upgraded from bookkeeper)

Strategic Plan

The EC is in support of the final draft on the Strategic Plan, recognizing that this document is a guideline with room to adapt and change when necessary. It covers ideas of increased diversity and inclusion in our board, in our field, and in our programming, as well as encourages leadership, innovation, and progress. Budgetary implications have been considered and will be reflected in future budgets throughout the plan's lifespan. This strategic plan strongly reflects the views of the board and our membership, and puts our NCECA staff in service of these goals, especially the Executive Director.

After discussion, the board reached consensus on the following **motion**: to adopt the most recent strategic plan (2017-2020).

Board Matrix

The Board discussed the current process to fill board vacancies, addressing goals for diversity in our board makeup.

Board Member Roberto Lugo joined the meeting for this discussion by telephone.

The board is committed to increase diversity in our membership, and to have the makeup of the board accurately reflect the diversity of our membership.

A task force was created to brainstorm ways to improve diversity, and includes Holly Hanessian, Roberto Lugo, and Shoji Satake.

Nominations Committee

The Nominations Committee consists of Holly Hanessian, Steve Hilton, Roberto Lugo, Brandon Schnur, Syd Carpenter, and Mary Jane Edwards (substituting for Peter Held). They will be meeting later this fall to make their recommendations to

the board on fellowships, honors, awards, DAL and SDAL candidates, and Onsite Liaisons from our 2020 and 2021 conference site cities soon. They did make recommendations for Programs Director, Past-President, Steward of the Board, Communications Director, and Onsite Liaison from our 2022 conference site city.

Programs Director Re-appointment

After discussion, the board reached consensus on the following **motion**: to confirm Mary Cloonan as Programs Director for a second term, starting after the Pittsburgh conference (2018-2021).

Past-President replacement

Chris Staley is stepping down from the board after the Pittsburgh conference, vacating the role of Past-President. After discussion, the board reached consensus on the following **motion**: to confirm Marge Levy as Past President starting after the Pittsburgh conference, for a confirmation of one year (2018-2019)

Steward of the Board

The position of Steward of the Board will be open starting after the Pittsburgh conference, and after discussion, the board reached consensus on the following **motion**: to confirm Rhonda Willers as Steward of the Board, starting after the Pittsburgh conference (2018-2020)

Communications Director

The position of Communications Director will be open starting after the Pittsburgh conference, and after discussion, the board reached consensus on the following **motion**: to confirm Tony Wise as Communications Director starting after the Minneapolis conference (2019-2022)

Onsite from our 2022 conference city

Looking ahead, the board reached consensus to approve the motion for the Onsite Liaison from the 2022 conference site (which has not been announced yet).

Election Process

Secretary Jill Oberman updated the board on current election processes, and the success of online voting vs. paper ballots. Cindy Bracker will contact future candidates to advise them on making appropriate videos that would address why they are interested and how they are qualified.

Audit and Finance:

NCECA Manager of Finance and Accounting Helen Anderson joined the meeting for this discussion by phone. Reena Kashyap and Helen shared that our annual audit went well, with only a few minor suggestions by our auditor. Our new database should help here, and they are working on fixing the other minor deficiencies.

Every board member indicated that they have received and reviewed the 990 that will be filed with the IRS.

Communications

Communications Director Cindy Bracker updated the board on communications status. Now that NCECA is moving forward with a new database, we hope to update our website in the near future as well.

International Residencies

DAL Julia Galloway has notified the International Residencies that the board confirmed as hosts for our 2018 International Residency partnership, the residency in Poland at Eugeniusz Geppert Academy of Art & Design in Wroclaw and the residency in Italy at La Meridiana. She also shared the plans from A.I.R. Vallauris in France to launch a new residency for emerging artists. They would like to partner with NCECA, and after discussion, the board expressed interest, but would like to wait for the residency to be more fully developed.

Emerging artists

Ayumi Horie and Arthur Gonzalez selected a strong and diverse group of artists for the 2018 NCECA Emerging Artists. They will be announced in February.

Exhibitions Update

Exhibitions Director Leigh Taylor Mickelson presented an update on exhibitions for Pittsburgh and Minneapolis. All is going well. Juror Winnie Owens Hart has selected the Annual artists for Pittsburgh, and our SDAL's are working with Martina Lantin and Sam Harvey to make the final selections for the NSJE. Leigh also visited the Soo Art Center (Minneapolis), which will host the NSJE, and the Nash Gallery at the U. of Minnesota, which will host the annual.

Projects Space

Interest in project space seems to be lacking, both from applicants and our membership. A task force was created to seek input from our membership on how to revitalize or dismantle this program. Task force members include Holly Hanessian, Steve Hilton, Shoji Satake, and Julia Galloway.

Pittsburgh conference update

Onsites Kate Lydon and Shoji Satake shared their updates for our Pittsburgh conference. There will be close to 100 exhibitions in 5 or 6 key areas in the city, many that support our programming threads and emerging artists.

Expo:

DAL Russell Wrangle reported on the status of the Expo. Jurors Brenda Lichman and Louise Rosenfield selected the exhibition galleries. The Board discussed the ideas of "conflict of interest", and the perception by our membership of how things are selected for participation. Board members are not allowed to apply for exhibitions sponsored by NCECA, but there are no other explicit restrictions. A task force with Russell Wrangle and Cindy Bracker was created to consider conflict of interest, to reach out to applicants that were not accepted into the Expo, and to

brainstorm ways to publicize our outside jurying process.

Minneapolis conference update

Onsite Sarah Millfelt gave a brief update on Minneapolis. She and her team of volunteers are working to secure the best gallery spaces that make sense due to location and size. 81 galleries have committed to host a ceramic show during NCECA, with 30 that are interested in hosting Concurrent shows. The promotional video has been started, and will be ready for debut at the Pittsburgh conference. The call for Concurrent Exhibition proposals is live on the NCECA page, and the guest juror will be Minneapolis local Ta-coumba Aiken. Many have volunteered to help, and are excited for the conference to be in Minneapolis.

Programming selection process

In search of the best way to program our conferences, the board continued to discuss improvements to our program selection process.

Discussion of Named Fellowship opportunities

Recently two individuals looking to create two separate named fellowships in honor of recently deceased ceramic artists have approached NCECA. After discussion, the board reached consensus on the following **motion**: to allow Josh and Reena to work with Elmer Craig's sister and Joe Molinaro to establish a student scholarship in honor of Elmer Craig. The second fellowship is still in the planning stages.

Affiliations and Partnerships with NCECA

NCECA has been partnering with 92Y, creating online lectures and working on Global Clay Day. In exchange, 92Y has been given space in the resource hall and 2 conference passes to promote these collaborations. Recently the organizers of National Clay Week have reached out to NCECA for affiliation. After discussion, the board reached consensus on the following **motion**: to enter into an affiliation with National Clay week, and to annually give them a table and 2 passes at the conference, for up to 3 years, with possible reconsideration.

National Student Juried Exhibition (NSJE)

The Board continued a conversation from our June 2017 board meeting on opening up our NSJE to International Students. After considering logistics, gallery impacts, and possible costs, the board reached consensus on the following **motion**: to open the 2019 NSJE for a one-year pilot to include submissions from undergraduate, graduate and post-baccalaureate students enrolled in Canada and Mexico.

This decision, while complicated, aligns with our upcoming strategic plan.

NCECA President Chris Staley recessed the meeting at 4:51pm

**NCECA Full Board meeting
Friday, Oct 27, 2017
Hilton Minneapolis**

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 Josh Green and Dori Nielsen.

Absent: Board member Roberto Lugo

8:58am meeting called to order by NCECA President Chris Staley

Childcare at the conference:

Pittsburgh has the opportunity for a child activity room, with licensed childcare providers. The Board feels there is interest in this from our membership, and will move forward towards including this at the conference.

Career planning

NCECA would like to offer more career planning opportunities and individualized conferencing for our membership. SDAL's Naomi Clement and Brandon Schnur, and DAL Julia Galloway will investigate programming opportunities.

Keynote

The Board discussed the goals of the keynote lecture, and created a task force to work on future keynote speakers. Task force members include Holly Hanessian, Chris Staley, Jill Oberman, Sarah Millfelt, Keith Williams, and Josh Green)

Donation Letter Signing, Tour of the Convention Center

Board members took a break in the meeting to either help sign donor letters or to tour the convention center.

Conference Programming

The Board discussed programming, and the benefits to having a combination of member-proposed and curated programming to ensure the strongest content we can offer. There was also discussion on having a plenary session, with nothing else programmed at that same time, to direct attendance towards that topic. We would like to increase quality of programming over quantity.

Regional Awards of Excellence

Onsites Kate Lydon and Shoji Satake are working on these awards for the Pittsburgh conference.

After some discussion, the board reached consensus on the **motion**: to give all outstanding achievement awardees (past, present, and future) the same benefits as honors and fellows

Collectors Tour

The Collector's Tour is underway for the Pittsburgh conference, with assistance from Linda Ganstrom and Jennifer Chua. Shoji and Kate will also be working on the tour, making plans to visit NCECA exhibitions, some Concurrent Exhibitions, local collections, and some fun local points of interest.

Executive Session

The Board moved into Executive Session to discuss board roles and possible staffing changes in relation to changing certain board roles. Also discussed was Board Meeting structure changes to increase efficiency of Board time together. After some discussion, the board reached consensus on the **motion**: to stop having the NCECA booth at the conference. There will be a trouble-shooting booth by registration staffed by former board members instead.

NCECA President Chris Staley adjourned the meeting at 4:34pm.

Minutes respectfully submitted by Jill Oberman, NCECA Secretary
