

Foothills Craft Guild Board Meeting  
Emporium Building, 100 S. Gay Street, Knoxville, Tennessee

Wednesday OCTOBER 5, 2011  
MINUTES

Robbie Gentry, President, called the meeting to order at 6:35 pm.

**Present:** Board Members Robbie Gentry, Ann Lacava, Linda Folks, Tom Fuhrman, York Haverkamp, Molly Durr; Support Staff Kathy Aycock, Alex Connor, Jane Sharp, Karen Noggle; Member and Show Office Director Dick McGee.

**Not Present:** Board Members Jim Gentry, Lynnda Tenpenny, Kathy Seely, Clay Thurston.

Tom moved the minutes be approved. Linda Folks seconded, and the motion carried.

Financial Report—Linda Folks

- Fall booth fees were moved from deferred to income.
- Credit fees are now \$15 per month. We want to use a seasonal payment system to save on this fee if possible.
- Linda took the 990 form to Jerry Tipton, CPA, who will give the Guild a financial review.
- There was a question about the Scholarship Fund. How much is in there as none was put in the budget? \$1,000 is budgeted for Scholarships out of the Restricted Fund;
- York moved the Treasurer's Report be approved. Ann Seconded. The report was approved.

Scholarships

- The Board voted to approve Bill Capshaw's taking a full-figure sculpture workshop for which the Tuition was \$195 and the total \$283 with fees included.
- Should we include fees? York moved that we should and that we award Bill Capshaw \$141.50 in scholarship money. Ann seconded. The motion carried.
- Robbie requested that York write a scholarship policy/procedure manual.

Jewelry is a Category

- Ann made a motion that we accept Jewelry as a category. Linda Folks seconded. The motion carried.
- Kathy Aycock will work on a description of the Jewelry category.

Recently rewritten guidelines.

- There were some minor changes to the two guidelines, "Guidelines for Members" and "Guidelines and Checklist for Jurors." Ann moved that we accept the two documents with changes, Tom seconded. The motion carried.
- Kathy will make changes and send pdf copies to Gay for posting on the Guild website.

2011 Fall Show

- Members of the Show Standards Committee will begin the walkthrough at 5:30 pm.
- Karen Noggle said we are in good shape for the show with 3 spaces available for guest artists. Three suggested artists are Linca Caristo, Charles Pinkney, and Alan Hampton.

- Dick McGee reported that we are not going to sell student tickets to the show this year.
- Ed Lampert wants to demonstrate.
- Robert Batey will do photography at the show.

#### Future Contracts

- This afternoon (October 5) Robbie, Karen, and Jim met with managers of Chilhowee Park about the possibility of a multi-year contract for holding the Guild fall shows at the Jacobs Building.

#### Marketing

- Aleex handed out posters for members to post. She also passed out the advertising plan with a detailed WUOT schedule. The *Southern Living* article will appear in about two weeks.

#### Nominating Committee

- Lynnda Tenpenny fell and broke her pelvis and needs help getting out the ballots. Kathy Aycock volunteered to help her.
- There needs to be one more member on the ballot. Lynnda will be working on that.

#### History Booth at the Show

- The Special Events Committee will set up the history booth.

Organizing the show volunteers is Ann Caudill.

#### Items to raffle

- Tom Fuhrman—glass bowl
- Hugh Bailey—pottery
- Roger Kroll—jewelry

#### First Fridays

- Linda Folks will demonstrate in October. Kathy Aycock volunteered to be there.
- Jim Gentry will demonstrate in November.

#### Proposed Change in By-Laws

- Ann moved to accept the change (below) in the by-laws that will be presented and voted on in the General Membership meeting. Tom Seconded. The motion carried

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Due to responsibilities and demands on leadership positions within the Board, the Board is making a recommendation to separate the Vice President and Standards Chair position as one and create two. The By-law changes are as noted below:

#### Section 2. Duties of the President.

- e. (Current language) Appoint all committees and their chairpersons, including Director of Standards.

e. (Change to) Appoint all committees and their chairpersons. Director of Standards will be recommended by the President and approved by the Board.

Section 3. Duties of the Vice President.

- b. (Current language) Serve as Director of Standards
- b. (Change to) Assist the Director of Standards as needed.

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Media Categories Defined

- To accompany the two new Guidelines documents, Kathy Aycock will be sending out descriptions of media categories.

Show Office Information and Revenue Stream

- Party—there will be no party connected with the 2011 fall show.
- Special exhibitor tickets for friends will be \$3.00. None will be sold past Saturday at 6 pm. Members may buy them for family and friends.
- Dick will make the nametags for Volunteers and Booth Assistants, also for the Kids Booth, members of Tuesday Weavers, Musicians, and the *News Sentinel* reps.
- Dick will make signage. Please use blue tape for posting any signs.

Meeting adjourned at 9:20 pm.

Respectfully submitted by Kathryn Aycock filling in for Jim Gentry