**WEAVER’S GUILD OF BOSTON BOARD MEETING 8/31/11**

The meeting was called to order by Dean Nancy Hodes at 9:50 AM.

In attendance were: Nancy Hodes, Carol McClennen, Linda Snook, Ro Spinelli, Adele Harvey, Rita Steinbach, Catherine de Haan, Deb Watson, and Laurie Autio via Skype.

Recording Secretary Carol McClennen proposed keeping a box of Secretary documents pre 2006 in the storage room of the Library. This will be done in September.

Librarian Linda Snook stated that there is an historical box in the Library containing collections, documents, and samples that needs to be sorted. She will talk to Diane Chaisson about this.

Treasurer Beth Guertin submitted the following written report:

Taxes are filed and paid: $22.00. The accountant has been paid: $575.00. Both CD’s are coming due and the interest will be deposited in the Savings account. One CD will be renewed for 12 months and one for 24 months. As of August 29, the Guild has $24,610.05 in checking and $12,254.26 in savings. As of July 30, all WGB money was removed from Merrill Lynch to Scottrade: IBM stock was $16,633.56 and we had a cash balance of $820.21 in our account. Beth will be contacting chair people for their budgets for 2012-2013 shortly so budget work can begin.

Annual Sale co-chair Pat Flaherty submitted the following written report:

Plans for the sale are well underway with postcards and posters done, the barn secured from Nov. 3-6, the website pages updated and packets assembled for those who don’t have internet access. Mara Taylor, assistant chair, is doing the exhibit which will be lace weaves. I have the signup sheets ready to go and will assign board members who email me with their choice of shifts. They are as follows:

Thursday, Nov. 3 8:30 – 1:00 Jurying Thursday, Nov. 3 1:00 – 4:30 Setup Thursday, Nov. 3 4:30 – 9:00 Opening Friday, Nov. 4 10 – 2 2 – 5:30 5:30 – 9 Regular shifts Saturday, Nov. 5 10 – 1:30 1:30 – 5 Regular shifts Sunday, Nov. 6 11 – 2:30 Regular shift Sunday, Nov. 6 2:30 – 4:30 Regular shift and stay through completion

So far the costs are as follows: Postcards: $309.42 and Barn Rental: $850.00. There are plenty of tags to get us through this year.

Education Chair, Rita Steinbach reported on class signups and deadlines. She stated that 4 people will fill a class but wondered what to do with just 2 signups in a class. Dean Nancy Hodes will send out an email about class signups. Adele Harvey suggested that registration and payment for a class should be received 10 days before the class. Rita stated that there is $1500 so far from class signups.

Nominating chair Deb Watson had nothing to report.

Dean Nancy Hodes stated the need for a person to track down WGB loom sales. Laurie Autio said that the looms are listed on the Used Loom List and there are about ½ dozen. There might be another ½ dozen looms that are not listed. Loom sales so far have raised $3000.00 for the 90th Anniversary Book expenses.

Laurie Autio brought up the issue of software requirements for the Anniversary Book. After discussion, **Ro Spinelli made a motion to buy the Adobe InDesign software for $700.00. The motion was seconded by Deb Watson.** The Board will be voting on this. The Book will go to the printer in June, 2012 with an initial run of 500 copies. So far there have been $4000.00 in donations and $3000.00 in loom sales toward the expenses of the Book.

Dean Nancy Hodes stated that the WGB bylaws require a Board meeting each quarter. The following meetings are scheduled: Nov. 9 at 8:15 at the church, March 14 at 8:15 at the church and May 9 – TBA.

Permission was given to Laurie Autio to use the Lady of the Loom logo in an article she is writing for Complex Weavers.

Catherine de Haan reported that the total income for 5 months from the Yarn Table was $1979.50. WGB received 10% of that amount.

Assistant Dean Ro Spinelli reported on the Feb 2012 cotton themed meeting. Afternoon activities may include: an exhibit, spinning and weaving cotton (hands on), dyeing cotton etc. Members would be strongly encouraged to bring cotton yarns to the Yarn Table that day although other yarns and equipment would be accepted.

Susan Targove submitted a written report on Yearbook Advertising. She will be looking for a replacement for this job for next year. The job requires a level of comfort with Excel, Word, and email. It begins in the late spring or early summer with contacting current and potential advertisers with a form email. Email and phone call follow-up is required. The ads come in as PDFs or jpgs and are sent to the Yearbook Editor. Logos and URLs are sent to the Webmaster for the Sponsorship page. Invoices are mailed to the advertisers, the checks deposited, and the deposit slip forwarded to the treasurer. Most of the work is done by mid-August. Susan states that she has binders with copies of the emails, reports, and other relevant documentation and will provide training for the new job holder. This year advertising has brought in $1055.00.

Librarian Linda Snook reported that there will be an article about the WGB library in the Nov. and Dec. issues of Handwoven.

Under New Business, Dean Nancy Hodes reported that there has been no definite decision made about the selling of Kirkside. There is no need to do anything immediately – but WGB definitely needs a plan for a future space. Sandy Kirkpatrick sent an email stating WGB should be closer to Boston. Laurie Autio suggested moving the Library and storage to the Catholic church across the street and Rita Steinbach suggested the Unitarian church. Linda Snook asked about the possibility of the 2 family house next door. Currently WGB pays $5000.00 per year for the church and Kirkside and $85 per meeting for set up and clean up.

The meeting was adjourned at 11:20 AM.

Respectfully submitted,

Carol McClennen, Recording Secretary