

SNAG Board Meeting
Chicago IL
Marriott Downtown
Monday May 22, 2006
9:00am meeting called to order

In attendance: Bova, Cohen, Eng, Gleason, Huff, Minor, Rath, Wang, Wieske, Zilker, President Shaw, and Executive Director.

Shaw welcomes all and reminded all that the meeting was confidential until the minutes are approved and published.
Barbara Heinrich was not there because of family matters. Shaw thanked Bova, Cohen, Heinrich and Minor for their years of service and said that this was their last meeting.

Approval of minutes

Motion: (Gleason) move to approve minutes of winter 2005. Second Passed (0 opposed)

President's report (Shaw)

Shaw added to his written report by mentioning that the Conference Students Scholarship had been successful for its first year and that Barbara Heinrich had pledged to work on it for two additional years to help establish the protocol details.

Lisa Ceccorulli accepted Shaw's invitation to volunteer to serve on the Audit Committee.

Shaw also mentioned that Tina Rinaldi was taking on more of the planned giving stuff.

Executive Director Report (Singer)

Singer showed new stationary and brochures everyone liked them. She said that Tina Rinaldi coordinated most of the work on the design. She said that the SNAG Open House would be on June 15 at the new office, and that invitations had gone out to arts people in area. Jewelry students from the University of Oregon had put together a show (opening June 1) and members had offered to be there on "First Fridays" to open and watch the show space.

She said that transition to in office situation had been difficult that the database and materials from CCC had been handed over in very poor condition.

Other issues that need to be addressed:

1. Conference evaluations results

There was a discussion about the survey and its results. 94% of the respondents thought the Chicago conference was really good and would recommend it to their peers/colleagues.

A question was asked as to if the need was for more technical demonstrations or for more comradely building events. If more demos were needed, could they be built into the vender's room (like 3M).

Huff and Eng said that the conference in Memphis would incorporate more of this type of programming. They said the conference now included over 800 participants and that demonstrations would need to be handled differently than in the past.

2. Board responsibilities vs. staff duties

Singer asked the board not to contact staff people directly to ask them to do work that would fall under the purview of a board member's domain or responsibility.

Singer described the flow of the office staff and the responsibilities of each staff member.

Bova suggested that the staff worked for Dana, not the board and that this should be the understood structure and policy. Everyone agreed.

3. Development director

Singer said there was nothing new to report on this research.

4. Performance review

The formal evaluation document has not been processed as of yet nor the new contract signed.

A discussion took place of past procedure and timing.

It was decided that there be an extension of the current, which had expired, be extended to Sept. 1 while the evaluation was being finished and signed by president and Executive Director.

5. Fixed assets

The CPA recommended any assets over \$1,000 be capitalized as an asset and depreciated.

6. Reserves

The \$10,000 taken from the reserve for the start up of the new office will be paid back after the conference.

Metalsmith Magazine Editorial (Singer for Suzanne Ramljak)

Singer reported that Suzanne Ramljak would come to next years board meeting and give her own report. She did not feel that she needed to come before the conference began this year to do so.

There was a discussion of Metalsmith Magazine's content and intention.

Metalsmith Advertising (Singer for Jean Savarese)

Singer began by saying that Savarese had done a great job for 2005. Shaw asked the board to generate ideas for potential advertisers, companies and to feed the information to Savarese.

There was a discussion of how the advertising worked and what else could be done to utilize SNAG's website.

The idea of winter trade show advertising for individual artists (like in American craft @ \$1200 and \$800 in Ornament magazine) was discussed.

The board recognized and acknowledged the efforts that Savarese made and wanted to formally state this to her.

Redesigning the magazine (Singer)

Singer wanted to discuss creating a structure for a magazine redesign. There was a discussion of the time line; planning and assignment of a possible redesign committee.

ACTION: Shaw, Zilker, Ramljak, and Singer will discuss a framework for the project of examining and changing the look of Metalsmith Magazine.

Treasures Report (Gleason)

Reserves were addressed in Singers report. There was a discussion of specific expenses, incomes and trends. Singer cautioned the board that focus on stabilizing finances and looking at the past five years or so and adding more to what SNAG is already doing. Gleason said that she did not have a prediction of unforeseen obstacles in the near future. Singer said that the website would be a big expense.

Gleason wanted to discuss Singers retirement package.

Executive Session Called, Singer stepped out. There was a discussion of the issue of the difference between the percentage match voted on by the board in 2005 and what ultimately was set up in early 2006.

Action: Shaw will address how to make up this difference and talk to Singer.

Committee Reports:

Volunteer Coordination Project: (Minor)

Minor reported that Kristi Kloss was not getting the response to this program that was hoped for and felt bad about receiving a conference waiver. The question presented was what to do with or how to change the program. A discussion took place of the continuation of utilizing volunteers and how to direct them. Suggestions that the website could include a section of how to volunteer or a flyer be put inside the conference packet were made. There was board agreement that Kloss would to be congratulated for her excellent work as the volunteer coordinator. The Board hoped that she would continue to be the VC and also be the point person on conference volunteers and student assistantship at conferences.

Indexing project. Publication Database (Minor)

Minor reported on the status of the EBSCO searchable service.

ACTION: Shaw will make note of this service to members in his upcoming president's report.

Technical Articles (Cohen)

Cohen reported on the activity of the TAs. He said that he would like to see some sort of "recap, expansion" published every 3 or so years. It was suggested that when Shaw assigned a new board member to the work Cohen had done that Cohen passed on these ideas and wishes.

Lunch

Call to order 2:00

Workshop Grants (Gleason)

Gleason reported that past recipients were being sought out for the jury and that the packets were going out to jurors. She also said that the position needed to be filled which would replace Joan Dulla as the coordinator of the program.

Educational Endowment Scholarships: (Gleason)

There were 35 applications for 3 awards at \$1000.00 each. Additionally there were two honorable mentions.

It was suggested that some guidelines be established as to the award distribution and how many recipients were selected.

There was a discussion of the scholarship construction and the money.

MOTION: Cohen- the Educational Endowment Scholarship is to be set at \$3,000 a year (3- \$1,000) and that all recipients including the honorable mention recipients (up to 3) get a one year membership. Second Passed (0 opposed)

Board Handbook (Bova)

Bova brought the master copy and 6 additional copies of the current Handbook to turn over to President Shaw. He said that Rinaldi had found a volunteer to transcribe the current handbook into an electronic form. Bova also reported that he and Rinaldi had discussed a comprehensive manual for operations, or general policy, procedures, board member handbook, conference guidelines, bylaws.

Nominations and Elections (Rath)

Rath reported that ballots had been mailed out. Joe Wood will be taking over the Chair.

There was a discussion about board service and the compilation of the top most frequently asked questions.

ACTION: Bova said he was working on this document and would send it out to all board members for additions. The list could then be printed in SNAGnews or posted on the website.

ACTION: by July 1 everyone will get additions to Rath for inclusion in the next SNAGnews.

The question was asked why people don't vote. Here there was a discussion of this topic.

Conference Student Scholarship (Wang)

Wang reported on Heinrich's new program of soliciting donations to sponsor student scholarships to attend the yearly conference was a great success. She said that 31 scholarships were awarded altogether in this the first year. Here there was a discussion of how to use this success and promote more applications, donations and those awarded.

Fundraising (Wang)

Wang explained the components of the mission statement in her report, student scholarship, income development and capacity building.

1. Annual gift fund drive

She suggested that our next annual solicitation mailing go out to not only members, but to non-members.

There was a discussion as to who this could include what the contact letter might contain.

2. Special Membership category for collectors or non-members.

Here there was a discussion about the dollar amounts and benefits of a tiered membership system. There was a general consensus to start the tier at 100.00, 250, 500 and 1000. The discussion also included how an insert donor membership card might look and how to include it in the new membership drive brochure.

The discussion continued to include a larger picture, a development person on staff, hiring someone to come and talk to us for a half of day at the retreat about long-term fundraising.

3. Collectors Gala

Wang reports that a collectors program could be up and running by some time in 2007 and a gala night take place in 2008 at SOFA NY. She went over a few more points, and there was a discussion.

ACTION: Wang to have ready at the fall board meeting a spreadsheet including timeline, budget, potential list of under writers and guests specific to the gala.

ACTION: Singer to work on the patron level card, using the information Wang provided to help free up Wang's time to work on the gala.

Board participation in the annual appeal (Shaw)

Shaw asked for 100% participation from the board for the annual appeal. There was a discussion, Shaw said that the growth of the organization was at the heart of this request.

5:30 MOTION: to adjourn (Rath), Second. passed

Tuesday May 23, 2006

9:00am call to order

In attendance: Bova, Cohen, Eng, Gleason, Huff, Minor, Rath, Wang, Wieske, Zilker, President Shaw, and Executive Director, and Tina Rinaldi.

Committee Reports Continued:

Exhibitions: (Rath)

Rath Reported on her conversations with Rinaldi and gave a little history. She said that they would begin to set up a structure to include: Traveling Exhibitions, SNAG Members Showcase, Exhibition in Print, and SOFA Chicago. She also laid out a tentative schedule.

Exhibition Planning Committee: (Rath)

Rath spoke about the formation of the committee. Rinaldi would be the exhibition administrator.

Rath asked for a conversation of some of the plans outlined in her report. There was a discussion about timelines, funding and how to get a template into position.

Rath said that the first traveling show might be as soon as 2009. Rath said that right now research was being done on companies that do this type of traveling show such as exhibits USA.

It was suggested that the timeline, guidelines and templates were critical for the success of guiding a committee. Budgetary implications also discussed.

MOTION: That the SNAG board approve the Exhibitions Program and Exhibition Planning Committee Guidelines (*please see attached draft*)
(Bova) Second.

There was a discussion of some of the details, wording, term length and schedule of exhibitions.

The subject is tabled until later.

Editorial Advisory Committee (Zilker)

Zilker reported that Ken Trapp had to resign. This year of the 337 entries 192 were slides and 145 were digital. She added that number of entrants was lower than in the past and that Diane Falkenhagen had done a great job.

Ellen Lupton will be the next curator.

Zilker concluded by showing the flyer for the up coming call for curatorial proposals for the up coming EiP 2008 and talked about the call to be mailed out. She also talked about the upcoming Budget issues.

Lifetime Achievement Award (Cohen)

Kurt Matzdorf had been selected for the 2006 recipient, and that there were 2 other nominations. There was a discussion of the by-law changes and the protocol of any change.

He said that the amendment needed to be taken from the NEC liaison and given to the committee who would then get it published to the membership and put on the ballot for vote in May 2007.

Cohen also reported that there are 2 more award cups of the 5 made by Cynthia Eid who has agreed to make more.

Marilyn da Silva's term was up and that a replacement would need to be found. He also said that there were no list of replacements at present and asked the board to generate a new list.

ACTION: Cohen will try to call the generated list ASAP: Tim McCreight, Michael Croft, Bridigid O'Hanrahan, Susan Hamlet, Myra Mimplitch Gray, Randy Long, Linda Threadgill, Ken Bova and Elenor Moty.

Responsible mining: (Shaw)

Shaw said that there had been some changes in the wording of the resolution presented at the last conference

MOTION: (Shaw) The board support both the report and the recommendations of the responsible mining committee. Second

A discussion took place of the resolution and the complexities of affects that the resolution could imply, to members, organization, and sponsors. Protocol was also discussed as to when board support would be presented. The board was reminded that they should vote as individual members.

Passed (1opposed).

Connections Room (Wieske)

Wieske reported that this year was the highest number ever of school tables 37.

It was suggested that the connections model be used for commercial version. There was some discussion on the subject.

Professional Development Seminar (Zilker)

Zilker reported on the great group of 5 speakers, who have 3 compensated rooms for one night, pre-conference. Zilker said that the budget has been a constant issue with the PDS organizers. Zilker said the organizers had no intention to be part of the regular conference schedule. But there was a budget issue that she would like to see addressed at the fall meeting. After a discussion it was the consensus of the room that the PDS was a good program and that the board would like to see it continue. It was suggested that a standing committee be appointed including Rinaldi, Friedlick and Huff along with others to be named.

MOTION: (Huff) That SNAG adopts the PDS as a SNAG program. Second passed (0 opposed)

Lunch

1:30 Call to order (Minor not present)

Unfinished business

Exhibitions cont. (Rath)

Action: Rath will check with current committee members and ask them for a 3-year commitment.

Rath proposed that she or the board liaison would make a list of names to give to the committee to help generate future members.

On the subject of Traveling Exhibitions Rath asked for a commitment from SNAG to have the money for this project, otherwise she would not want to waste the time of a committee. \$10,000 was mentioned as a starting figure in 2007. Here there was a discussion.

It was mentioned that EiP money was already in the budget for an exhibit of the EiP work at SOFA Chicago if the exhibit proposal is accepted by SOFA.

The board was asked if there was consensus that money would be allocated (at least \$10,000) for a traveling exhibition. There was.

MOTION: (Bova) To allocate \$10,000 to establish an Exhibitions Program. Second, Passed (1 opposed)

ACTION: Rath will write up a set of specific guidelines for the EiP exhibition which could include the following issues:

1. Who will receive proposals committee?
2. With whom will the proposals be shared?
3. What group will have final say?
4. What budget considerations will be looked at and using what criteria?
5. Are there SNAG resources available and where do they come from?
6. What financial and other resources does the individual/organization making the proposal bring to the project as part of their proposal?
7. What contractual relationship will SNAG have to other organizations to clarify how SNAG will be named and recognized as a host/co-host of the exhibition?
8. Who is responsible for fundraising if it's required?
9. Who is responsible for marketing the exhibition?
- 10 Who sets the exhibition timeline?
11. Who provides oversight and management?

Rath said she would like to table the SNAG showcase portion of this proposal for now.

ACTION: Rath will prepare for the next board meeting, policy and procedures, and proposal for the formation of the committee

Conferences (Huff/Eng)

Huff reported that this year Mike Stromberg was the volunteer coordinator and had done a great job. She asked everyone to check in with him during the conference to make sure he had enough help. She reminded everyone to make the speakers feel welcomed and appreciated and taken care of.

Eng reported that in the future to make speakers feel special we would give them a "buddy" to look after them, check in with them and make sure they have all they need. She also handed out possible speaker list for Memphis and gave some background information.

"Directions Unknown" would be the theme of the Memphis conference. Eng asked for suggestions for international names. Michael Rowe, Paul Derrez , Marie Jose Marzee, were suggested.

Eng asked for comments on the current list. There was a discussion of the speaker list.

It was suggested that on future conference registration forms under the question occupation, collector be added.

Web site continued:

On the subject of goal and mission there was a question about the need for a website committee. Rinaldi updated everyone about the state of the site. She said the current site needed to be re-coded so that it could be updated easily, and the current site was impossible for anyone without lots of training to use. It was the recommendation of Rinaldi and Minor that it be rebuilt. The cost overruns would be at least \$5,000 for the 2006 budget. The current development budget was \$5,500.

The board was asked if there were any objections to the plan laid out by Minor, Rinaldi and VanDerlip. There were no objections.

A question was asked about the look of the website and if it would remain the same. The answer was yes and no. It was decided to disband the existing Website Committee because they had done everything the Committee had been created to achieve and that they should be thanked for their efforts.

New business:

CERF (Shaw)

Shaw introduced the idea of SNAG contributing money to CERF for assisting jewelers who were hit by disaster. He said the subject came up because of those affected by Katrina. He suggested a price break for attending conferences as another example of help that could be offered.

Education Dialog (Shaw)

Shaw said there was no one looking after this project. Huff noted that last year the hand off to this year had no one to take it on, Phil Carrizzi has done it for this year. Singer suggests that we return to the original format.

Shaw asked for suggestions as to what to do with this program. Several ideas were generated and that the board liaison would oversee the ED.

Strategic Planning Retreat (Shaw)

Possible dates were chosen for a winter retreat, and a discussion of the work that needed to be done before the retreat in order to help find funding, a leader, and some of the agenda. Singer explained what must be done now to make this planning session work as well as possible. In order to move through the vision and preparation phase of a retreat and get to the actual Strategic planning certain information needed to be done now.

Questions to be addressed now:

1. Articulate SNAG's vision (and here think about SNAG's values as well as SNAG's Mission).
2. Articulate the core of where you want SNAG to be moving in the future.
3. Articulate what SNAG's overarching goals are.

Motion to adjourn (Shaw) 6:15 Second

Wednesday May 24. 9:00am

In attendance: Bova, Cohen, Eng, Gleason, Huff, Minor, Rath, Wang, Wieske, Zilker, President Shaw, and Executive Director Singer,

New Business continued

Shaw set the next board meeting for December and the retreat for January.

Strategic Planning Retreat continued

Shaw began by telling us that Kris Patzlaff the incoming president would like to schedule and structure the retreat. Everyone agreed with this.

Singer said she would try to secure capacity building grants to help fund the retreat. She asked in what capacity we wanted to see SNAG grow.

There was a long discussion on the subjects of a vision statement for SNAG, a future vision for SNAG, and what SNAG's over arching goals were.

Dates for the next board meeting were set for December 1-3, and that the date for the retreat would be January 11-14.

Shaw thanked Ken Bova and Jim Cohen as they leave their last meeting.

11:00 Motion to adjourn (Shaw) Second, Passed

SNAG Exhibitions Program and Exhibition Planning Committee

Purpose of the SNAG Exhibitions Program

The purpose of the SNAG Exhibition Program is to expand the depth and breadth of museum and gallery exhibitions that serve to educate the general public as well as people close to the field, in the diverse jewelry and metal arts field. These exhibitions nurture the development of the field and foster a greater understanding of the myriad methods and approaches to creating jewelry using metal in creating works of art relevant to contemporary culture.

Higher-caliber exhibitions properly positioned in well well-established galleries and museums create access to a wider segment of the general public, exposing more people to the historical, artistic, and cultural impact of the work. Exhibitions of this quality also inspire other artists, jewelers, designers and metalsmiths.

Goal of the SNAG Exhibitions Program

SNAG's primary exhibition goals are four-fold: host a coordinate traveling exhibitions; coordinate SNAG members showcase exhibitions; produce a bi-annual physical exhibition of the Metalsmith Exhibition in Print at SOFA Chicago; and coordinate other exhibitions as outside proposals are submitted to the EPC and approved b the staff and/Board.

Traveling Exhibitions

The traveling exhibition component of the Exhibitions Program is in the initial planning phase. Our ultimate goal is to consistently have one traveling exhibition out in the field while others exist at various stages in the development pipeline.

SNAG Member Showcase Exhibitions

To explore opportunities to coordinate SNAG member exhibitions on some regularly occurring cycle. Once this portion of the SNAG Exhibitions Program is developed and approved by the SNAG Board, it will be managed and overseen primarily by SNAG administrative staff, with oversight, input and appropriate approvals by the Board Liaison.

Exhibition in Print

To produce exhibitions featuring the work seen in the curated issues of Metalsmith's Exhibition in Print, at SOFA Chicago. This portion of the SNAG Exhibitions Program will be overseen and managed by the Board Liaison with assistance form SNAG administrative staff and qualified volunteers.

Periodic Exhibitions

To host and coordinate individual exhibitions that fulfill SNAG objective and available resources as appropriate. A policy for reviewing and approving exhibition proposals will be developed by the Board Liaison and SNAG administrative staff for Board approval. It is anticipated that this portion of the SNAG Exhibitions Program will be managed and

overseen primarily by SNAG administrative staff with assistance from the Board Liaison and appropriate volunteers.