

DESERT FIBER ARTS
FINAL BOARD MEETING MINUTES
JANUARY 25, 2025

A regular meeting of the board of directors was held at the Desert Fiber Arts studio, 101 N Union Street, Suite 208, Kennewick, WA on January 25, 2025.

The meeting was called to order by President Kareena Anderson at 1:15 PM.

Attending: President Kareena Anderson, Past-President Betsy Dickinson, Co-Vice Presidents Breanne O'Hare and Nancy Klotz, Members At Large Sue DeMerchant and Chris Love, Librarian Lisa Saget, Blaster Kathy Thorndike, Equipment Manager Carol Kaminsky, Susan Schmieman and Era Tschebotarjew. We have a quorum.

Absent: Secretary Ord McConaghy, Member At Large Lyn Backe.

Our next meeting will be February 22, 2025, 1-3 PM at the DFA Studio. **Note that this was later changed to **February 23, 2025, 1-3 PM** by e-mail consensus of the Board of Directors on January 30, 2025*

Betsy Dickinson moved that the November board meeting minutes be accepted, Nancy Klotz seconded. **MOTION PASSED.** **Note that we did not have a December 2024 board meeting – it was replaced by the December Holiday Party.*

In Ord's absence, Nancy Klotz agreed to take the Board Meeting Minutes.

REPORTS

President: Kareena and Betsy reported that they will be filing the Sales Taxes Paid 2024 Report to the Department of Revenue immediately following today's board meeting.

Vice Presidents: Nancy listed the upcoming General Membership Meeting dates and programs:

February 1, 2025, 10-12, "What Weavers Do" by Betsy Dickinson at the Richland Library.

March 1, 2025 10-12, program TBD. Susan S. suggested a local leather jewelry and design artist, Denise Haygood. Nancy K. will contact her.

April 5, 2025, 10-12, “Wet Felting” by Oksana Ison, location TBD.

May 24, 2025, Annual Meeting and Potluck. Details TBD.

Nancy asked the board to set the board meeting dates through May to assist in scheduling. Meetings will be held 1-3 PM at the DFA Studio unless noted otherwise. The Board set the following dates:

February 22, 2025 (*later changed to February 23, 2025 as noted above.*)

March 22, 2025

April 19, 2025

May 24, 2025. A short board meeting of the newly elected board officers will be held immediately following the Annual Meeting and Potluck.

Treasurer: Kareena and Betsy continue to share the treasurer’s duties until we elect a treasurer. Betsy announced that Era Tschebotarjew has volunteered to be the new treasurer. Betsy and Kareena will begin her orientation and training in advance of elections.

DFA Bank Balances at STCU as of December 31, 2024:

Operations \$57,007.38

Awards \$ 3, 464.96

Debit Card \$500.00

TOTAL \$60,972.34

Betsy recommended that we have a Sponsorship line in QuickBooks that indicates “Sponsorships from Grants” and “Sponsorships”, to differentiate between the money that Sharon donated, vs. Grant money we are using for sponsorships.

The DFA Annual Report has been filed with the state by DFA’s Registered Agent as directed by Betsy. The Registered Agent charged a fee of \$175, which Betsy was not advised of when she requested the filing. Betsy recommended that DFA file the report ourselves next year to avoid the transaction fee.

Betsy also recommended that DFA change the filing date of the Annual Report to July, beginning in 2025.

Sue moved that the filing date for the DFA Annual Report to the state be moved to July, beginning in 2025. Breanne seconded. **MOTION PASSED.**

Secretary: No report

Past President: Betsy provided a New Member Orientation this morning to 9 new DFA members. She said that it was well-received. This will be scheduled quarterly. One new member volunteered to fill the open treasurer position as noted above. Two new members are interested in outreach opportunities, e.g. to Home Schoolers. Breanne will follow-up with Era and Megan.

Members At Large: No report

DECISIONS AND APPROVALS

Kareena reported that the resolution to the November meeting discussion of how to pay the Basket Group the proceeds from items they donated to Fall Market 2024, was that she wrote the check to Marion Halupczok, Basket Group Leader, who then donated that amount to DFA. In the future, contracts between DFA and the artist must state a specific individual's name and physical address.

ANWG Sponsorship Deadlines: Betsy received one sponsorship application for \$500 and several other members have inquired. ANWG just opened online registration last week (with detailed costs) and registrations are reportedly filling fast. Discussion ensued about how to set a dollar amount and deadline for sponsorship applications. It was agreed that applications will be considered on an individualized first-come, first-served basis until the available funds are depleted. A sponsorship applicant shall be expected to pay out-of-pocket for part of their registration cost & related expenses to attend ANWG. Betsy explained that the available funds include the approximately \$2300 donation by Sharon Ofsthun. Board members will advise interested members to get their applications in quickly.

Proposal for a Two Year DFA Theme of Eco-Friendly & Creative Re-Use in Textiles:

Susan S. and Jennifer Ely submitted a proposal describing the theme for 2025-2026 (closing with the Allied Arts show in January 2027) and options for implementation. After discussion, Betsy moved to create a Two-Year Theme for DFA and a new committee for Eco-Friendly & Creative Reuse in Textiles. Sue seconded. **MOTION PASSED.** Susan Schmieman will chair the new committee and Jennifer Ely will assist with marketing and promotion.

COMMITTEES/PROGRAM REPORTS

Allied Arts Show: Apple Valley News, channel 42, did a news segment on the DFA Show at Allied Arts. It ran Friday, January 24 and Monday, January 27. It can also be seen on their website.

Betsy said that take down and item pick up for the Allied Arts Show is February 1, 1-4 PM. Betsy suggested that DFA add two new artist awards in the future.

Discussion. Betsy moved that DFA add two new artist awards (\$50 each) at the Allied Arts Show beginning in 2027: Best Challenge Piece and Best Use of Color. Sue D. seconded. **MOTION PASSED.**

Pop-up Workshop for Homeschoolers at The Gallery during Allied Arts Show:

Kathy Thorndike reported that Cindy Jewell responded to a Home School group request to have a workshop for their students, ages 5-12. Cindy recruited volunteers, held the workshop on 1/23/25 (beginning weaving and knitting) and feedback from parents, students and volunteers was that it was a success!

ANWG June 16-21, 2025:

1. ANWG Booth workgroup: Betsy confirmed that she signed up DFA to have a booth. Nancy and Karyn Watson have agreed to organize set-up and take-down of the booth at ANWG and will call for volunteers for a workgroup to design the booth and help set it up.
2. Donation to ANWG 2025 Conference? Betsy suggested that DFA make a cash donation to ANWG. Discussion. Betsy moved that DFA will donate \$500

to ANWG for the 2025 Conference. Nancy seconded. **MOTION PASSED.**
Kareena will write and mail the check.

Assets: Carol Kaminsky, Equipment Manager, said that they will begin to document DFA's assets after February 1, when the WA state website opens. Carol provided a written report on a large donation of some high-quality fiber tools and fiber that she accepted on behalf of DFA. Carol recommended that the tools be added to the DFA Equipment Library and assets, and that the huge bag of silver/gray roving be made available FREE to members to claim in the next 60 days (100 gm per member), or it will be disposed of due to our limited storage space. Board agreed. Nancy Klotz will send a donation acknowledgement and thank you card to the donor, Connie Simpson.

Bilingual Study Group: Nancy has not taken any further action on this idea.

Communications: Nancy reported that DFA will not put our Constant Contact subscription on hold this year due to increased events, marketing and outreach opportunities to keep our customers informed and grow our customer list. After Allied Arts, Jennifer Ely plans to begin a series of CC newsletters on the new two-year theme: Eco-Friendly & Creative Re-Use in Textiles.

Equipment: See Assets.

Facilities/Studio Manager: Sue D. reported that Bruce Nicholl, Facilities Manager, had contacted her asking if the HVAC service company could come in during Sticks & Hooks to replace filters. He did not respond to her emailed reply, but Carol Kaminsky reported that they came to change the filters during Rigid Heddle Study Group.

Fall Market: Nancy asked if anyone else had volunteered to work with Wendy Hahn in a co-leadership position for Fall Market 2025? It was recommended to make an appeal to membership at the February 1 general meeting. Past leaders, Susan Schmieman, Pam Root and others are willing to mentor new leaders.

Grants: Betsy said that Marion will be updating our SAM registration so that DFA continues to receive announcements regarding upcoming grant opportunities.

Davison Project: Susan S. reported that Anita Osterhaug will visit the next 4-6-8 Study Group meeting to provide more information.

Library: Lisa Saget, librarian, and Earlene have been updating the DFA library data base. Lisa says that we have some books that are very rare/out of print and would be difficult/impossible to replace. She asks for board direction on what to do to safeguard them? Board discussion ensued. Recommended that Lisa develop a written procedure and start a system of labeling the books so that they may only be used in the studio. Continue to file them with the other books so they are accessible to members.

Membership: Cindy Jewell submitted report that current membership is 151.

Newsletter: Jade Kelly is newsletter editor. Board agreed that she has been making the newsletter look great.

Nominating Committee: Nancy advised board of need to ask for volunteers for a nominating committee for 2025 Board Officers. Board needs to approve nominees in April and hold election in May. Discussion ensued on what are the open board positions for 2025? The following people agreed to continue in their position another year:

President – Kareena Anderson

Co-Vice Presidents – Breanne O’Hare and Nancy Klotz

Treasurer – new nominee, Era Tschegotarjew

Secretary – Ord is not present to ask. She is completing a 2-year term. Kareena will ask her.

Members At Large – Sue DeMerchant and Chris Love. Lyn Backe is not present to ask. Sue and/or Chris will ask her. *(On Feb. 4th, Sue reported to Nancy Klotz for the record that she asked Lyn and Lyn declines to serve another term)*

Conclusion: DFA Policy 2.1. states that a Nominating Committee of at least 2 but not more than 4 members shall be appointed by the Board at or before the Board’s February meeting.

Study Groups: Carol Kaminsky proposed starting a new study group, Pop-Up Spinning Study Group. She will be the leader. They will meet once a month or so on a Saturday at the studio. Carol is already in communication with some interested spinners. The meeting date and time will be based on availability and

will be added to the calendar and weekly Blast of DFA activities. Nancy moved that the board approve formation of a new study group, Pop-Up Spinning Study Group. Betsy seconded. **MOTION PASSED.**

Tech/Website: Nancy asked board to be sure to notify Marion H., who manages the Google Calendar on the DFA website, of upcoming events and activities. Kareena will confirm with Marion that she is willing to continue doing the calendar.

Nancy suggested that DFA formalize a written list of members who are responsible for defined activities (e.g. Carol K, website, Marion H. calendar, Chris L responds to general email contacts/inquiries on the website, Kathy T Blaster, etc.) but currently do not hold an official job title. Carol K. volunteered to compile the list.

Discussion on possibly developing a “How To...” section on the website to address member questions like; How do I send out a Blast? How do I send an article to the Newsletter? Kathy T. said she would be willing to write up a “How To” description on writing and sending a Blast. Nancy suggested that a “How To” topic be added to each monthly General Membership Meeting agenda.

Workshops: Workshop payments. Betsy explained that the presenters who are leading workshops this month at Allied Arts are paid directly by The Gallery. Betsy proposes that the presenters take out their expenses and then are free to keep the remaining payment or they may donate it back to the Guild.

White board additions: Sue explained that she maintains and updates the white board calendar and that she uses the DFA website calendar as the primary source of information.

UNFINISHED BUSINESS

DFA Mission Statement and Strategic Planning: Betsy asked for volunteers for this short-term committee, to start in February. She plans to wrap it up before June. Volunteers are Kareena, Susan, Nancy and Breanne.

Update Treasurer’s Position Description: Betsy and Kareena reported that they are working on this, as well as documenting procedures for PayPal/Braintree, mail and deposits, reconciling all printed invoices/receipts to the bank statement for the bookkeeper.

NEW BUSINESS

How to Wrap Rocks: Carol K. has been asked to teach members how to wrap rocks. She is willing to do an informal workshop for members, free of charge at the studio. It was suggested that she write up a proposal for the board.

The meeting was adjourned at 3:40 PM.

Recorded by

Nancy Klotz (in Ord's absence)

DFA Second Co-Vice President