

Minutes of the Regular Meeting of the Board of Directors Friends of Sharon Art Studio (FOSAS)

Wednesday, May 11, 2016 6pm
Lawn Bowling Club Room, Golden Gate Park, SF, CA 94117

THE FOLLOWING HANDOUTS WERE DISTRIBUTED:

April "Minutes of Regular Meeting of Board of Director"

FOSAS board meeting agenda

FOSAS Committees Chart

Celebration of Oaday, Dottie and Connie's birthday from 6:10 p.m. to 6:30 p.m. ice cream party with Matt's homemade brownies.

Meeting was called to order 6:30p.m.

The following directors, constitute a quorum, were present at the meeting:(# indicates absence)

Oaday Awadalla, Vesta Kirby
#Karen Bash, Daniel Michael
#Karen Clark, Dottie Wall
Constance Flannery, Mei Lie Wong

The following people were also present:

Matt Burns, Executive Director of FOSAS

Donna De Turris, SFRPD Sharon Art Studio Coordinator

Amir Yousef, guest-friend of Oaday Awadalla

APPROVAL OF MINUTES

1. Oaday motioned to approve the April Minutes as read, Dottie seconded, none opposed and there were no corrections; motion passed
2. Donna asked if we advertised open officer positions. Connie said "We try to recruit people to the Board with hopes they will decide to run for office. Our minutes are in the SAS kitchen for anyone interested to peruse. Anyone can run for office; doesn't have to be presently on Board but is preferred. Bottom line we need new board members." Matt mentioned reviving the Student Representation Program will be a large asset in building interest in the future of the Board as that creates a pool of candidates for future opens. 2017 will have open positions for Vice President and Treasurer. This will be an opportunity to have increased promotion and recruitment for these positions.
3. Motion made to put Board Recruitment on agenda for next meeting. Connie made motion, Mei Lie seconded, unanimous approval.

THREE CONCRETE GOALS FOR MEETING (DANIEL)

- Election of President and Secretary for 2 year term
- Establish Retreat date and location
- Update Active Net registration and impact on FOSAS for coming fiscal year.

DONNA (SFRPD SHARON ART STUDIO COORDINATOR REPORT)

Fall programming planning is beginning starting summer 2016.

Virginia Banta will continue teaching for FOSAS as she will be retiring from SFRPD June 30,2016.

Virginia will be offering new and different classes from those that she taught in her previous role as an SFRPD instructor.

Dottie Low, also a recent retiree from SFR&PD (ceramics), will be transitioning into teaching ceramics class/seminars for FOSAS– again to keep consistent with the role that FOSAS has in supplementing SFRPD programming. Her seminar in the Fall will be on Tuesday.

In an effort to expand programming and reach students with our program, SFRPD has added a Saturday night ceramics class for non-members of FOSAS. Lisa Ludwig will be teaching it – she is a recently added 3279

The 3260 craft instructor test is needed since we have had many retirements in the last 10 years and no 3260 replacements. We instead have hired 3279s which are part time as needed recreation leaders.

NOMINATION COMMITTEE

Election of President and Secretary was completed.

Dottie Wall handed out ballots; Daniel left room, Brief Discussion of how wonderful Daniel (President) and Karen Clark (secretary) are. Secret Ballot occurred, Donna tabulated results. Both candidates were unanimously re-elected.

COMMITTEE SHEET REVIEWED BY BOARD

Some members added their names to Committee assignments for the forthcoming fiscal year.

Discussion of recruitment of new members to Board took place. Daniel and Oaday had met recently to talk about a potential landing page/portal on our website. This information page could improve our utilization of new members, interested in helping FOSAS broaden social networking opportunities. For example, members wishing to help information-sharing on Facebook, Twitter, etc.

“Interest forms” may/will be part of recruitment through Google forms. This is part of a future action by Marketing & Communications Committee to discuss. Eric Nelson, our IT consultant may be helpful in implementing some of these future initiatives as they help our social media efforts.

Guest, Amir Yousef arrived at 7:20 P.M. Yousef is a friend of Board Member, Oaday

Yousef is interested in our board. The board members introduced themselves to him. Amir knew about our “Drink & Draw fund raiser..Amir is getting an MBA from SFState University and has taught at SF State and is interested in non-profits and economics as a human issue. Yousef is very

supportive of workers; he has worked with the “CRUCIBLE” in Oakland. Amir was encouraged to attend future board meetings.

MATT (FOSAS EXECUTIVE DIRECTOR REPORT)

May 1, 2016 Student Sale went well. FOSAS grossed about \$6100.00. Matt is working on a cost breakdown to share with the sellers. Priority Registration on May 7, 2016 went well. Matt represented FOSAS at the McLaren Lodge and a few FOSAS members opted to register there instead of the studio (which was impacted by Oysterfest). Starting Fall, SFRPD/FOSAS will be using a new online system “Active Net”. Fall registration programming in process and due to SFR&P on May 14, 2016. We are no longer doing rollover submission for FALL - using Excel template for AnneMarie instead. There is training going on re “Active Net” over the next three months. Many unknowns. FOSAS Membership will be utilizing “Active Net” for its membership processes. Matt is in support of the change to Active Net. Will have improved functionality – such as offering members auto-reg renewal and membership purchasing during future Priority Registration sessions.. Training information for Active Net will be forthcoming.

Looks like we will have strong revenue payout for Spring 2016 and hopes is that FOSAS can end the fiscal year in the black for the first time in two years.. Matt proposed we could discuss at the retreat how FOSAS may wish to utilize any surplus revenue (i.e. earmark some for reserve account, or glass department kiln, etc. Discussion at the retreat to follow).

Richard Lane, FOSAS Bookkeeper met with Matt on May 2 for continue QuickBook training – specifically, procedures for preparing deposits, coding in Quick Books, etc. This is good information for Matt to know should Cassandra be out of the office in the future or emergency items need addressing.

FOSAS made an early payout as request to SFR&P. Last spring we netted \$41,000.00, this spring it should be \$56,000.00

Student Representatives program in process. We have 6 or 7 interested students. Need to go back to instructors and recruit more students.

Second draft of 2016-17 budget has a tentative completion date by mid May and there is a potential FALL revenue for FOSAS of \$90,000.00. Having a full year of 2015-16 revenue actualization numbers allows Matt to more accurately forecast budget income for 2016-17.

MOU:

Daniel and Matt will meet again next week to finalize language in a couple of sections: Revenue management and Staffing and then hopefully the MOU will be ready to submit to SFR&P for approval.

DANIEL (FOSAS BOARD PRESIDENT REPORT)

“Retreat” date needs to be changed to Saturday, June 11, 2016. All agreed to change. Retreat will be at Daniels House and include a pot luck lunch. Hours will probably be 10 A.M. to 2 P.M. Daniel will send out more information close to date.

MEMBERS FORUM

Connie Flannery, brought S.F. June Ballot measure B to everyone’s attention.

San Francisco Recreation and Park Department has an open space fund. Proposition B would extend the Park, Recreation and open space fund to 2046 and give the S.F.R. P.D each year a minimum baseline amount from the General Fund in addition to fund set aside \$0.021/2 for each \$100 assessed property value. Constance explained that in 2000-2001, Rec and Park received 2.1%

of general fund. That percentage dropped to 1.2% in 2014-2015 fiscal year which means the SFR&P received fifty million as opposed to ninety million. Connie recommended that FOSAS join in supporting this measure with nine Supervisors, all school board members, The Park Alliance, and Park Groups. Daniel said he would follow up on this issue to plan the most effective way of showing our support. Connie also brought up issue of recycling and composting at the Sharon Studio and other SFR&P sites. Donna is setting up a meeting with SFR&P Eric Andersen who is working with Mark Telly (SFR&P) Manager of Golden Gate Park and night custodial supervisors to address this concern. A motion was made asking Donna to follow up recycling issues. Motion made by Dottie, seconded by Connie and unanimously approved. Meeting was adjourned at 8:30 P.M.

Respectfully submitted by Constance Flannery_____

Acting Secretary

Next Meeting: Retreat June 11, 2016, 10am to 2pm at Daniel's house.