



**OCAF Board of Directors
Regular Meeting Minutes
July 11 | 4 p.m. | OCAF Main Gallery**

Call to Order & Confirmation of Quorum

- Chairman Brock Toole called the meeting to order and confirmed that a quorum was present @4:01 PM.
- Board members present: Brock Toole, Abbey Duhe', Paula Williams, John Quackenbush, Eadaoin Walsh, Sherry Woodruff, Lawrence Stueck, Rob Farley, Jim Norton, Vickie Moody, Kathie Anderson (Zoom & speakerphone), Judy Marable
- Absent: Betty Walton, Paul Clark (Executive Director)

Comments/Questions to the Board (In the future a protocol of signing up to speak will be available. (Time limit) –

Chairman Toole offered a brief explanation of future protocol of having sign ups during the week to address the board. Judy Marable shared she had developed a sign in sheet that could be used or modified. Vickie Moody and Lawrence Stueck asked about the opportunity for members/ guests to ask questions at the end of the meeting because they may have questions about a topic addressed. Chairman Toole offered explanation that we will be kind and open for feedback, but there would have to be time limits so that the meeting could stay on track.

Approval or Amendment of Past Minutes

- The June 13 Regular Board of Directors Meeting Minutes were presented for approval. Jim Norton moved to accept the June 13 minutes as presented and seconded by Paula Williams. With no further discussion the vote was unanimous to accept the June 13 minutes as presented.
- The May 9 Regular Board of Directors Meeting Minutes were presented for approval. Abbey Duhe' moved to accept the May 9 Board of Directors Meeting Minutes, and the motion was seconded by Jim Norton. With no further discussion the minutes were approved as presented.

Approval or Amendment of Meeting Agenda

- There were no changes or amendments to the July 11 agenda. John Quackenbush moved to accept the agenda as presented with Abbey Duhe' seconding. The vote was unanimous in favor of accepting the agenda.

Reports of Officers & Standing Committees

- Chairperson Brock Toole

Chairman Brock Toole welcomed the membership in attendance and the new board members. Discussion was offered regarding updates to the Bylaws and goal setting for the board. An orientation for all board members will be planned. Eadaoin Walsh will be guiding/providing the review and updates for the Bylaws for the Board to discuss and approve. Lawrence Stueck suggested meeting prior to August to begin the process.

- Secretary Judy Marable

Secretary Judy Marable shared the need for an orientation for protocol for working together as a board to discuss what it means to be on a board of directors, as well as signing the confidentiality agreement. Vickie Moody asked

about the updating of forms and documents. Discussion included having an orientation in August to discuss many topics relevant to serving on a board.

- Treasurer

John Quackenbush

The Monthly Financial Report as well as the proposed budget for FY 25 was presented by John Quackenbush. The financial report and proposed FY 24-25 budget will be attached to the filed minutes for documentation. John communicated that we have some areas to focus on this year. Brock stated that there is a focus on increasing membership and now that Rocket Hall is available for use for events, OCAF will be promoted more and space for events to generate funds.

- Executive Director Report

Paul Clark

Secretary Judy Marable read Paul's Executive Director's Report in his absence. It will be attached as a document to the approved minutes for filing. Lawrence added that work on the Artboards is being accomplished and commended Charlie Blair. Lawrence shared that he wants to have more Art Boards and expand the boards throughout the county especially at the county lines. Lawrence mentioned an artboard can be placed in the library, but there is a charge if one is placed outside at Wire Park. Vickey mentioned that the Artist in Residency (Leslie Moody) is creating a new ArtBoard. Lawrence offered several community names for future ArtBoard contributors.

Reports of Special Committees

- Report of the Governance Committee

Abbey Duhe´

Abbey Duhe recommended that the Governance Committee continue with the same six members: Lawrence Stueck, Eadaoin Walsh, Abbey Duhe´, Paula Williams, Paul Clark, and Brock Toole.

A question was raised about the committees and the organizational structure of the committees currently in place. It was offered that there are current operating committees for special events as well as operational committees such as the Finance Committee and Governance Committee. It was emphasized that all the committee frameworks need to be revisited with guidelines and recommendations. The committees would report to the board monthly. Again, It was mentioned that guidelines, structure and protocol need to be developed and updating the bylaws if necessary and brought to the board for approval.

Unfinished Business

- Board Positions Finalized

Brock Toole

Brock Toole called for nominations for Vice Chair of the Board of Directors. The two nominations from the board were Lawrence Steuck and Abbey Duhe´. The vote was conducted by secret ballot and the results were counted and reported by Brock Toole. The Vice Chair for FY 24-25 will be Abbey Duhe. A question by Rob Farley was clarified about the member at large member on the board. It was explained when the executive board was disbanded that was not necessary to denote a member at large on the executive board. It was stated that the entire board is viewed as the executive board. Abbey communicated that the 24-25 Election was dictated by another process. Work will begin early on the 25-26 election process. Abbey shared that the election framework will be in place before the winter holidays this year. The Governance Committee will bring the bylaws and board policies to the board for a vote. Vickie Moody shared that she would like to have the minutes of the meetings on the website. Judy Marable reminded the board that the minutes would have to be published a month later after they have been approved. Brock communicated that the website needs some additional work now that we have it up and running.

- Review/Set Date for special Committee to Review FY 25 Annual Budget John Quackenbush

John Quackenbush communicated that Paula, Paul, Anne, and John have been working the last five months preparing the budget. An emphasis to raise money for capital items is important. Vicky Moody mentioned that members names should be published when they join as promised. Eadaoin Walsh suggested including recognition on social media and the website. Discussion about time to review the budget prior to the vote was offered. The budget vote was tabled. A called meeting to approve the budget will be held prior to the next scheduled board meeting. The proposed 24-25 budget will be attached to the filed minutes as documentation.

New Business

- Discussion of Advisory Committee Lawrence Stueck

Lawrence offered points of discussion about an advisory committee to the board that he thought could be beneficial. Paula Williams offered that a representative from the University of North Georgia would be beneficial to the group. Brock reminded the Board that a representative from the Oconee County Board of Education as well as the City of Watkinsville would be very beneficial to OCAF. It was decided to send Lawrence's recommendation of an advisory committee to the Governance Committee for the discussion/development of guidelines that could include code of ethics, and operational guidelines regarding advisory committees.

- ArtBeat Grant Update Kathie Anderson

Kathie gave a brief update (via phone) regarding the ArtBeat Grant. She shared that the school district's rules for having students leave the schools during the school day was not allowed; therefore, impacting the continuance of the Grant. She shared we would revisit and reapply with the focus of working with a teacher group once school starts. Abbey Duhe responded that we did not receive the grant when a member from the gallery asked if we had to return the money from the grant.

- Proposal and Discussion for 5 Underused Rooms at School Street Studio Lawrence Stueck

Lawrence offered discussion for the board to consider a driveway in the location where the trailers were recently removed. He shared that there could be 2 phases of increased use for School Street Studios– the first phase would include a store, a metal studio and offices moved from the stage area to School Street. This would allow Ashley and Lou to have an office and not housed on the stage off the Main Gallery in the 1902 Building. The store would be a way to sell items. Others mentioned the store could sell art supplies. Discussion included places for the writing group, a picture framing studio, and a welding area. Lawrence offered his second phase recommendations of heating and air improvements, dirt room revamp, and teaching dance. Discussions continued regarding the following questions.... Does space drive programming or do programs drive space? Additional discussion included the importance of having a process in place for proposing these plans. Paula suggested surveying to see if these are things the membership/ community is interested in attending and supporting. It is important to do a needs assessment to help with planning and implementation. Jim shared that he and Bonnie Muia are looking into the interest of book art/binding. Brock and Judy mentioned the importance of having a process in place for proposals and implementation plans. Lawrence also communicated that he wants to survey and change the branding of OCAF. Vicky gave a brief history of the current branding of OCAF. A member in attendance in the audience wants to survey the artists regarding this.

Comments & Questions

There were no comments or questions from the membership during the designated time.

Adjourn

Brock called for a motion to adjourn. Abbey moved to adjourn the meeting and John Quackenbush seconded and with a unanimous vote the meeting was adjourned at 5:40 PM.

Minutes Respectfully Submitted,

Judy Marable
OCAF Secretary
July 15, 2024

Attachments for official Records:

Executive Director's Report
Monthly Financials
Proposed 24-25 Budget
May 9, 2024, Approved Minutes
June 11, 2024, Approved Minutes

Ongoing/Upcoming Events

Week 5 of Summer Camp Series for Kids
2024 Members Exhibition
The Mystic and Mistrial Art of Bob Marable
Perspectives Reception
Perspectives
Southworks
Holiday Market

July 15-18
June 21- August 2
June 21-August 2
August 23 (6-8 PM)
August 24-September 8
September 27- November 1
November 22,23, and 24