



Nourishing the creative spirit in everyone

Board of Directors Meeting
Coldwell Banker Professional Group
616 E 1st ST, Newberg, OR
May 20, 2019 @ 5:30 pm

Minutes

Attendance: Sally Dallas, Gail Watson, Kris Horn, Cassie Sollars, Donna Sires

Excused: Edwina Castle

Unexcused:

Guest: Mike Santone, Lisa Ohlen Harris

Action Items

Approval of April Minutes: motion to approve minutes, as corrected, for April by Gail Watson, seconded by Donna Sires, passed

Move to approve Mike Santone as a new board member by Cassie Sollars, Gail Watson seconded, passed

Reports:

Financial (Budget, Banking & Financial Report).. Cassie, Draft Budget submitted. Looking good-AHST sponsor coming in. Terroir (money to reserves), Fire Writers (\$6000), and Paper Gardens (pulled some from reserves) are all successes. Sunday in the bank \$61,000. Paper Gardens bills paid, but Terroir still has some catering bills.

Art Harvest Tour, 38 artists (spouses) attended the all artist meeting. Sponsors coming along. Donna Sires has volunteered as Social Media guru.

Paper Gardens/Fire Writers ...written report from Deb, LOH (Firewriters)-kids and teachers want to come back. Eliminated keynote and extended workshop hours. CCC fair to good, support with the staff. Volunteers exhausted by end of day. Teachers successfully mirrored the ethnicity of the students. GW Kids were very engaged and felt encouraged to continue writing and the event has value. Gail presented a board copy of the Paper Gardens publication. Gail Watson will continue as board liaison.

Paper Gardens...Gail Watson, book published, of course missed some corrections, but mostly minor. Ran really smoothly this year. MS having two judges makes it easier on the judges and having more than one MC. Oregon Poet Laureate (Kim Strafford) will return as a judge next year. LOH edits all the poetry and stories that are presented in the book.

Terroir .. Lisa W/Gail, raising speaker honorariums. Equalizing outside speakers and local speakers' honorariums. Everybody at the event is mixing

together. Sold out a couple of weeks ahead-waiting list. Karen Hunsberger put together a 10-year slideshow of Terroir. This year Chemeketa had an event manager and a tech guy to help with WIFI and other technical challenges. Event manager helped with bringing in water, etc. Committee member does event with Clackamas and had a talk with Chemeketa. Once catering bill paid there will be about \$1000 that the committee is considering for creative writing. Changed seating in the back to chairs vs tables/chairs worked much better.

Education...Kris, notified the winners and rest of entrants. Some schools opted to hold announcements until they had a ceremony. McMinnville and Amity did the announcement with the ceremony (same date/same time). Edwina may have volunteered for one of the two.

New Business: Proposed new board member, Mile Santone. Mike talked a bit about his history with the board and AAYC. Vote on Appointment-KH propose we appoint Mike to the board. Latest project improvisational poetry and movie club in McMinnville.

Other Business: Cassie Sollars, Mac Garden Club sent some tickets/bookmarks for their event.

Next Meeting at Coldwell Banker Professional Group at 5:30 on June 24th

Adjourned: May 20th, 2019 at 6:40pm

Submitted by Sally Dallas, Secretary

PAPER GARDENS - AAYC SUMMARY MAY 2019

Who:

Paper Gardens Team

Deborah Weiner, Gail Watson, Nancy Hart, Carissa Smith Burkett, Kim Kahoot, Ann Slavin

Judges

Prose: Dr. Tracy Daugherty

Poetry: Dr. José Angel Aruguz

Editing Coach

Lisa Ohlen Harris, Paper Gardens 2018 Prose Judge

What & Where:

The 26th annual Paper Gardens Book Release Celebration was a success!

May 9, 2019 at the Chehalem Cultural Center Ballroom in Newberg, OR with 200 people in attendance.

Paper Gardens Book

The 2019 Book included 60 stories and poems written by 51 Yamhill County authors.

Paper Gardens Books are on sale for \$15 at:

Third Street Books in McMinnville and Chapters Books in Newberg

Paper Gardens Entries

	2019
Prose	92
Poetry	344

	2019
Children	157
Youth	193
Adults	86
Total	436

	2019
# Schools	25

Elementary, Middle & High Schools including public, private and home school students

	2019
# Fire Writers	5

When: Timeline 2018-2019

Summer – Invite Judges, Set Date and Location

September – October – Make Contacts and Distribute Entry Forms, Submit Budget

September – January – Secure Funding

January – February – PR Outreach & Reconnect with Contacts

March – Entries Due 3/1, Sort & Organize Entries, Submissions to Judges, Judges Select Winners

April – Notify Winners, Create Book, Invitations to Celebration

May - Book Release Celebration, Acknowledgements, Final Report to AAYC

How:

Partners, Contributors, Sponsors

Arts Alliance of Yamhill County

Chehalem Cultural Center

McMinnville Kiwanis

McMinnville Noon Rotary

The generosity and creativity of our Paper Gardens Judges, Editing Coach and Team

Financial Overview:

Income		Expenses		Balance
Carry Over 2018	1606.74	Printing & Materials	2087.41	
Donations 2019	1200.00	Honorariums	850	
Entry Fees	580	Celebration		
Book Sales	450	Celebration	Donated	
Total	\$3836.74		2937.41	\$899.33

Why:

Paper Gardens is designed to encourage and recognize excellence in writing. Our authors are children, youth and adults who live, work or go to school in Yamhill County. Paper Gardens was started 26 years ago by local poet Rachel Burchard and continues to grow thanks to the dedication of the Arts Alliance of Yamhill County.

**Paper Gardens 2020**

Entries due 2/28/2020

Book Release Celebration 5/7/2020

Poetry Judge: Kim Stafford, Oregon Poet Laureate

Prose Judge: TBA

Arts Alliance of Yamhill County
Statement of Net Assets
As of May 31, 2019

	May 31, 19	May 31, 18
ASSETS		
Current Assets		
Checking/Savings		
1001 · AAYC Checking - First Federal	37,145.11	28,462.35
1002 · AAYC First Federal CD	8,668.06	8,633.45
1003 · Art Harvest - First Federal	14,892.02	18,301.34
Total Checking/Savings	60,705.19	55,397.14
Total Current Assets	60,705.19	55,397.14
TOTAL ASSETS	60,705.19	55,397.14
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LIABILITIES & EQUITY		
Equity		
3010 · Retained Earnings	34,484.88	33,750.50
3014 · Paper Gardens - Restricted	1,606.74	1,606.74
3016 · Terroir Festival - Restricted	3,143.25	3,143.25
Net Income	21,470.32	16,896.65
Total Equity	60,705.19	55,397.14
TOTAL LIABILITIES & EQUITY	60,705.19	55,397.14
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Arts Alliance of Yamhill County Budget Variance Report January through May 2019

	Jan - May 19	Budget
Ordinary Income/Expense		
Income		
4000 · AAYC Admin Income		
4007 · Cultural Campaign	848.00	1,750.00
4005 · Donations	375.00	800.00
4010 · Interest Income	16.46	10.00
4015 · Membership Dues	3,680.00	3,000.00
4016 · Miscellaneous Income	0.00	0.00
Total 4000 · AAYC Admin Income	4,919.46	5,560.00
4020 · AAYC Project Income		
4008 · Education Grant Income	1,137.50	0.00
4050 · Scholarship Income	617.50	500.00
4035 · Fire Writers Income	11,515.00	7,980.00
4040 · Paper Gardens Inc		
4042 · Chapbook Sales	460.00	
4044 · Entry Fees	580.00	
4046 · Sponsorships	1,200.00	
4040 · Paper Gardens Inc - Other	0.00	2,100.00
Total 4040 · Paper Gardens Inc	2,240.00	2,100.00
4060 · Terroir Writing Festival		
4067 · Merchandise Sales	850.00	
4062 · Fundraising	54.00	
4064 · Grants	1,500.00	
4066 · Lunch	669.00	
4068 · Registration	6,009.00	
4060 · Terroir Writing Festival - Other	0.00	7,802.00
Total 4060 · Terroir Writing Festival	9,082.00	7,802.00
Total 4020 · AAYC Project Income	24,592.00	18,382.00
4100 · Art Harvest Project Income		
4105 · Artist Fees		
4107 · Participation Fee	10,930.00	
4109 · Opt-Out	400.00	
Total 4105 · Artist Fees	11,330.00	
4112 · Button Fees/ Admission	112.00	
4150 · Sponsors/Donations	4,000.00	
4100 · Art Harvest Project Income - Other	0.00	34,000.00
Total 4100 · Art Harvest Project Income	15,442.00	34,000.00
Total Income	44,953.46	57,942.00
Gross Profit	44,953.46	57,942.00
Expense		
5001 · AAYC Admin Expense		
5020 · Insurance	1,093.00	1,400.00
5026 · Membership Meetings	100.00	100.00
5028 · Misc Expense	0.00	0.00
5035 · Office Supplies	0.00	25.00
5038 · Pay Pal / Square Fees	10.19	120.00
5060 · Postage and Delivery	197.66	600.00
5062 · Printing and Reproduction	0.00	100.00
5065 · Professional Fees	0.00	200.00
5080 · Report, License, Permit Fees	50.00	100.00
Total 5001 · AAYC Admin Expense	1,450.85	2,645.00
5100 · Terroir Writing Festival		

Arts Alliance of Yamhill County
Budget Variance Report
 January through May 2019

	Jan - May 19	Budget
5110 · Facility Rental	1,100.00	
5130 · Office Supplies	238.78	
5140 · Printing	2,173.58	
5150 · Refreshments	70.29	
5160 · Speakers	2,550.00	
5100 · Terroir Writing Festival - Other	0.00	7,305.00
Total 5100 · Terroir Writing Festival	6,132.65	7,305.00
5200 · AAYC Project Expense		
5250 · Fire Writers Expense	5,431.62	7,960.00
5205 · Arts Alive Expenses	0.00	100.00
5210 · Arts Education Grants Exp	1,640.36	2,745.00
5230 · Lavender Festival	250.00	250.00
5240 · Promotions	0.00	300.00
5260 · Paper Gardens Exp		
5266 · Judging Fee	600.00	
5268 · Music, Flowers, Refreshments	287.32	
5270 · Printing & Postage	1,929.59	
5260 · Paper Gardens Exp - Other	0.00	3,279.00
Total 5260 · Paper Gardens Exp	2,816.91	3,279.00
5300 · Scholarship Expense		
5310 · HS Student Recognition Awards	0.00	1,000.00
5320 · Scholarships - Marg Johansen	0.00	1,000.00
Total 5300 · Scholarship Expense	0.00	2,000.00
Total 5200 · AAYC Project Expense	10,138.89	16,634.00
5500 · Art Harvest Expense		
5510 · Administration		
5516 · Coordinator	2,500.00	
5535 · Office Supplies	156.09	
5538 · PO Box	214.00	
Total 5510 · Administration	2,870.09	
5560 · Creative Services		
5562 · Graphic Design Work	1,812.50	
Total 5560 · Creative Services	1,812.50	
5590 · Postage/Mailing	24.66	
5595 · Printing and Reproduction		
5597 · Call to Artists Postcards	75.00	
Total 5595 · Printing and Reproduction	75.00	
5620 · Publicity		
5622 · Advertising and Promotion	75.00	
5640 · Website Expense	903.50	
Total 5620 · Publicity	978.50	
5500 · Art Harvest Expense - Other	0.00	34,000.00
Total 5500 · Art Harvest Expense	5,760.75	34,000.00
Total Expense	23,483.14	60,584.00
Net Ordinary Income	21,470.32	-2,642.00
Net Income	21,470.32	-2,642.00