

***Loose Bead Society of Greater Milwaukee***  
***Meeting of the Board of Directors***  
**January 9, 2017**  
***Brookfield Public Library***

**Board members in attendance:** Bonnie DeSautelle, Deb Dunn, Katy Hess, Allyn Steffen, Carol Surges, Tris Withington

**Unable to Attend:** Maureen Bartz, Kat Feldman

**Guests:** Pat Harvey

**Call to Order**

Bonnie DeSautelle called the meeting to order at 6:35pm.

**Approval of Minutes**

- No minutes were available to review.

**Volunteer Hours**

- Discussed when the new year starts for accumulating volunteer hours. It's after the November board meeting. There is a form on the web that can be downloaded and filled out for each activity.

**Calendar Updates**

- January 16, 2017: next Membership meeting at New Berlin Public Library
- February 6, 2017: next Board meeting at Brookfield Public Library

**Financial Submissions**

- Any expense forms, income forms, & reimbursement requests were submitted to Allyn Steffen, Treasurer.

**Officer/Committee Reports**

**Vice-President - Programming; Deb Dunn**

- Deb outlined, in general, the year.
- Deb discussed the Make N Take in February. Pictures of samples will be sent to Helen Dahms and Carol Surges before the meeting.
- We discussed getting the March schedule planned ASAP.

**Treasurer; Allyn Steffen**

- Allyn had handouts on budget expense reporting. Discussed the budget.

**Community Service Coordinator**

- Community Service has no coordinator.
- The last event was at the Brookfield Library in December.
- Pat Harvey was in attendance and volunteered to be the committee head.
- We talked about events in general. The Cinderella Project should be dropped because of lack of attendance and it has run its course, so it's no longer an event we want to pursue.
- Pat Harvey had a proposal for a project for the VA, survival bracelets or paracord bracelets. She brought samples and laid out the project and what contacts she has made. The project will move forward. Pat is planning on 3 projects a year and will continue to work with the VA projects. She will have a date by the membership meeting the 16th. (Update: the date will be March 1st)

**President-Elect; Tris Withington**

- Tris discussed organizing the Bead and Button Show volunteers.

**Website Coordinator; Carol Surges**

- Carol hasn't updated links yet; will do so soon.

**Secretary**

- No secretary since Becky Prusak resigned in December.
- Tabled the discussion of finding a new secretary until the next meeting.

**Past President; Katy Hess**

- Katy has not received any response from Sara of Kalmbach yet regarding the Bead & Button Show. We don't know if Kalmbach is doing anything for the membership regarding classes. Discussed what we usually have volunteers for at the show. (Update: Kalmbach will waive the registration fee for Bead and Button Show classes and our tables for LBS will now be inside the doors of the Marketplace instead of outside.)

**Unfinished Business**

- Discussed the Visiting Artist for 2018. Suggestions are coming in via the survey. The names will be assembled and followed through on.
- Membership Survey started during December (paper survey). Discussed some of the preliminary results. Allyn will put the results on a spreadsheet when the survey is completed. Another wave of the survey will be handed out during the February Hands-on program.

**New Business**

- Katy discussed that we need a nominating committee. The committee must have the president, a former board member and 3 other members.
- Revisited the discussion that the By-Laws and Policies and Procedure need to be reviewed. It was suggested that a committee be formed to do that. Katy will work on Policy and Procedures. The By-Laws should be a separate committee. The target date for review completion is the October business meeting. Tris and Allyn will work on By-Laws. Any changes must be presented to the whole membership and voted on.
- The membership flyer needs updating.

**Adjournment**

The meeting was adjourned at 8:46pm.

Next board meeting is scheduled for February 6, 2017.

Minutes taken by Deb Dunn