



ALBERTA POTTERS' ASSOCIATION

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|----------------------|-----------------------|
| Date: June 11th 2022 | Time: 11:00am-12:00pm |
|----------------------|-----------------------|

Meeting objective: Annual General Meeting for the Alberta Potters' Assoc. General welcome to new members, vote in the 2022-23 board.

Preparation for meeting: Read AGM minutes from 2021 –always on our website <http://www.albertapottersassociation.org>

Action Items: Grab your favourite handmade make a great big coffee or tea.

Agenda Items:

1. Call to order 11:02 By: Gillian Boon Second: Erin Baer

2. Roll Call

| | | |
|---------------|---------------|----------------|
| Barbara Howe | Erin Freed | Leslie Pierson |
| B.M. | Gillian Boon | Lindsay Siegle |
| Bob Acton | Gwen Obst | Louise |
| Bob Barclay | Heidi | Monika Smith |
| Cara Carter | Jen Clark | Renu Mathew |
| Cindy Liu | Joan Lloyd | Trish Denholm |
| Connie Pike | Kathy DeHaas | Trudy Golley |
| Drexel Walker | K Hofatt | |
| Erin Baer | Laura Whittle | |

3. Approval of 2021 AGM Minutes.
Moved by: Trish Denholm Second: Erin Freed Motion carried

4. Welcome & President's Report by Gillian Boon
 - a. Welcome to the APA
 - b. upcoming events for the year

Inglewood Night Market - Sign up on our website for upcoming dates. June 10 was first date. Room for four members during each evening, professional setup with lighting. August and September have openings. \$85 per night.

[Membership & Event Fees — Alberta Potters' Association](http://www.albertapottersassociation.org)
[albertapottersassociation.org](http://www.albertapottersassociation.org)

“**PROST. CHEERS.**” APA Stein show with Village Brewery happening in September in Calgary. Deadline to submit steins is August 1st 2022. Call for entry is live online on the [website](#).



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Teapot Show Spring 2023 at Ruberto Ostberg Gallery in Calgary.

- c. Monthly webinars on varying topics. Recordings are for sale on our web. Once a year old they move to the members only content. These resume in September. Would you like to do a one hour webinar for APA members? Artist talk, workshop, skill share: there is a signup on the website.
<https://www.albertapottersassociation.org/contact-1>
- d. Mentorship Program is up and running with paired mentors and proteges. Want to get involved? Paired mentors and proteges.
<https://www.albertapottersassociation.org/mentorship-program> Or you can email events.albertapotters@gmail.com
- e. Newsletter - we want to feature you.

Please email events.albertapotters@gmail.com 3-5 images and your bio/social medias. Members getting to know other members! Spread the word about yourself and get to know others.

Also Instagram: tag [@albertapottersassociation](https://www.instagram.com/albertapottersassociation) on Instagram APA Instagram followers have tripled this year – let's share

- f. Coffee and Ceramics is a free meet up for all potters, no membership is required. This is a great way to connect with the clay committee. Next meet up in Spruce Grove is a go June 29 in a park. See our instagram account [@albertapottersassociation](https://www.instagram.com/albertapottersassociation)
<https://www.instagram.com/albertapottersassociation/> or <https://www.instagram.com/coffeeandceramics/> for all the upcoming meet ups. If you'd like to host, this is a great option to meet other ceramic artists! You can host it at a coffee shop, pub, park, your home.
- g. Christmas sale – Looking for a new host location that is larger.
- h. Volunteers! All board members are volunteers and all events are run by volunteers. Sometimes we will be reaching out for help with these events. If you see an event you'd like to help with, please reach out as well.

5. Historical Committee – Monika Smith (Chair)

Thank you to Louise Cormier, Erin Freed, Bob Barclay, Susan Thorpe

- Tracking of the APA's physical and digital material
- Contact magazines have been digitized and are available on the website in the Member's area (password available to members)



ALBERTA POTTERS' ASSOCIATION

Notice of motion for Historical Committee Bylaw addition.

The Board shall manage historical assets, such as publications and ceramics collected by the APA, through a historical committee and distribute or sell as approved. Items will be donated, distributed, sold, exchanged, or retained as the Board see fit and in accordance to The Societies Act and its Bylaws. Provided in each instance that no member of the Association is, in his or her individual capacity, liable for a debt or liability of the Association.

Conversation. (Vote.)

- The committed has been sourcing material, secure it to reputable agency.
- Should we wait to include this in the bylaw audit expected to occur during our 2022-2023 year?
- We could source membership to ask for assistance from someone with specific skill on bylaw audit / creation

Bob Acton - Move to table this motion and create a committee to audit our current bylaws to bring to the next AGM, Second Erin Freed. Carried.

6. Treasurer's Report by Claire Becq – presented by Gillian Boon

Summary :

Treasurer's Report AGM 2022

BANK BALANCE (end of March 31, 2021 Fiscal Year) \$14,768.39

TOTALS FROM THIS FISCAL YEAR

(Apr. 1 2021-Mar. 31 2022)

TOTAL REVENUES \$5,180.57

TOTAL EXPENSES \$5,781.84

NET INCOME/LOSS \$(601.27)

(see attached for detail)

Gillian moves to accept. Seconded Erin Baer. Motion carried.

APA is currently a charitable organization. The plan is to continue to keep charitable status.

7. Open Issues/additions to agenda

-Vote in the board members for 2022-23

President - Gillian Boon

- Name stands, Erin Baer seconds the nomination, vote carried

Past President - Erin Freed – guiding position, non-vote

Vice-President - Bob Acton – also newsletter

- Name stands, Gillian seconds the nomination, vote carried



ALBERTA POTTERS' ASSOCIATION

Secretary - Monika Smith (VOTE)

- Bob Acton nominates, Gillian seconds the nomination, vote carried.

Treasurer- Claire Becq (VOTE)

- Name stands, Gillian seconds the nomination, Vote carried

Director Website- Cindy Liu (VOTE)

- Bob Acton nominates, Cara seconds the nomination, vote carried

Director Membership- Amy Bouchard (VOTE)

- Bob Acton nominates, Erin Baer seconds the nomination, vote carried

Director Events/Coffee & Ceramics – Jen Clark (VOTE)

- Bob Acton nominates, Erin Freed seconds the nomination, vote carried

Director Social Media - Erin Baer (VOTE)

- Name stands, Cara seconds the nomination, vote carried

Director Historical Committee chair – Erin Freed (VOTE)

- Bob Acton nominates, Erin Baer seconds the nomination, vote carried

Director Bylaw Audit – Bob Barclay

- Bob Acton nominates, Gillian seconds the nomination, vote carried

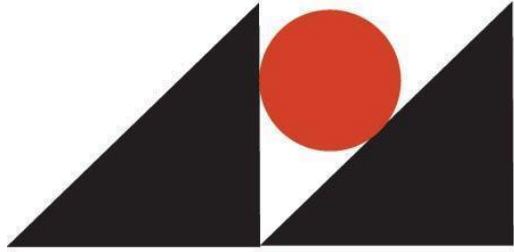
Auditors: Joan Lloyd, Erin Freed

Seconded Monika Smith, motion carried.

Thank you to our past board members who served 2021-22. Susan Thorpe, Trish Denholm, Bob Barclay, and Cara Carter.

8. Adjournment: 11:57pm

Next Board Meeting (tentative): June 20 2023, 7pm



ALBERTA POTTERS' ASSOCIATION

Treasurer's Report AGM 2022

| | |
|---|-------------|
| BANK BALANCE (end of March 31, 2021 Fiscal Year) | \$14,768.39 |
| TOTALS FROM THIS FISCAL YEAR (Apr. 1 2021-Mar. 31 2022) | |
| TOTAL REVENUES | \$5,180.57 |
| TOTAL EXPENSES | \$5,781.84 |
| NET INCOME/LOSS | \$(601.27) |

| Alberta Potters Association | | | |
|-----------------------------|-------------------------|------------|------------|
| Income Statement | | | |
| March 31, 2022 | | | |
| Revenues | | | |
| | Refunds | \$0.64 | |
| | Memberships | \$2,100.00 | |
| | Donations | \$- | |
| | Grant | \$1,428.00 | |
| | Workshop | \$705.00 | |
| | Workshop Accomm | \$- | |
| | Fundraising | \$- | |
| | Bank Charge Rebate | \$59.40 | |
| | Show Entry fees | \$840.00 | |
| | Show Sales | \$- | |
| | Catalogues | \$20.00 | |
| | Paypal Rebate | \$27.53 | |
| Total Revenues | | | \$5,180.57 |
| Expenses | | | |
| Program | Show Sale costs | 932.50 | |
| | Printing/ Advertising | 30.00 | |
| | Membership fees | - | |
| | AGM - Room Rental | - | |
| | Artist Fees | 1,168.00 | |
| | Workshop Fees | - | |
| | Workshop Accomm | - | |
| | Inglewood Market | 1,000.00 | |
| | Donations to art groups | - | |
| | Scholarship | 500.00 | |
| | Website | 1,683.41 | |
| | Subsidies - NECCA | - | |
| | Catering | - | |
| | Total Program Expenses | | (5,313.91) |
| Admin | Bank charges | \$63.90 | |

| | | | |
|--------------------------------------|----------------------|-------------------|-------------------|
| | Office supplies | 155.57 | |
| | Rent | - | |
| | Paypal fees | 160.87 | |
| | Insurance | - | |
| | Grant writing | - | |
| | Refunds | 70.00 | |
| | Web meeting charges | - | |
| | Depreciation | 17.59 | |
| | Total Admin Expenses | | <u>(467.93)</u> |
| | | | |
| Total Expenses | | <u>\$5,781.84</u> | |
| | | | |
| Net Income | | | <u>\$(601.27)</u> |
| | | | |
| | | | |
| Alberta Potter's Association | | | |
| Balance Sheet | | | |
| March 31, 2022 | | | |
| | | | |
| Assets | | | |
| Cash Balance | \$14,184.71 | | |
| Accounts Receivable | | | |
| Booth furniture | <u>158.27</u> | | |
| Total Assets | <u>\$14,342.98</u> | | |
| | | | |
| Liabilities and Equity | | | |
| | | | |
| Liabilities | | | |
| Accounts Payable | | | |
| Total Liabilities | \$0.00 | | |
| | | | |
| Equity | | | |
| Previous Year balance | \$14,944.25 | | |
| Current Yr Adjusting Entry to Equity | <u>\$0.00</u> | | |
| Current Net Income | <u>(601.27)</u> | | |
| Total Equity | \$14,342.98 | | |
| | | | |
| Total liabilities and Equity | <u>\$14,342.98</u> | | |
| | | | |