



**Minutes of the Lexington Arts and Crafts Society, Inc.
Board of Directors Meeting
130 Waltham St.
Lexington, MA 02421
October 9th, 2024**

Unless otherwise defined in the text of any Vote, all capitalized terms have the meanings as defined in the Bylaws of the Corporation, as adopted March 23, 2019 and subsequently amended.

Documents referenced in pre-meeting materials ("PPM") will be included in record minutes.

The October 9th, 2024 Board of Directors Meeting of the Lexington Arts and Crafts Society (LexArt) was called to order at 2:04 pm, conducted via videoconference, chaired by Diane Gordon, Chair of the Board.

The following Board members were in attendance: Diane Gordon (Chair), Matthew Siegel (President and Executive Director), Cassandra Goldwater (Co-Chair), Michael Lawson (Treasurer), Nicole Mordecai, Crystal Ribich, Nancy Cornelius, Rachel Rosenblum, Jane Pioli (joined at 2:22pm), Williams Dixon, Carolyn Pampino, and Hannah Wolfe (Clerk).

1. Approval of Minutes (PPM. p.2)

Rachel Rosenblum moved that the minutes of the September 24th, 2024 Annual Meeting be approved. Seconded by Crystal Ribich. Thereafter it was:

VOTED: That the Board of Directors hereby approve the minutes of the Annual Meeting held September 24th, 2024.

The motion was adopted unanimously.

2. Election of Officers (PPM. p.2)

Diane Gordon explained that the organization's bylaws require that the officers of the Board be voted in annually, the officers being the Chair, Co-Chair, President, Treasurer, and Clerk.

Rachel Rosenblum moved to elect the officers of the Board. Williams Dixon seconded. Thereafter it was:

VOTED: That the following individuals are elected to the offices set forth opposite their names below:

Diane Gordon, Chair
Cassandra Goldwater, Co-Chair
Matthew Siegal, President
Michael Lawson, Treasurer
Hannah Wolfe, Clerk

The motion was adopted unanimously.

3. Appointment of The Executive Committee (PPM. p.2)

Rachel Rosenblum inquired about the role of the Executive Committee. There was a brief discussion about the role of the Executive Committee. A large part of their purpose is providing advice and executive approval for the Executive Director when the Board is not in session on issues like staffing and extra expenses.

A recent example of the role of the Executive Committee was given by Cassandra Goldwater, who spoke about the additional framing cost of the most recent gallery exhibit. The extra expense needed executive approval, but was not a large enough issue where a full Board meeting was needed.

Diane Gordon mentioned that LexArt has a draft charter for the Executive Committee with more details. She indicated that she will look for the draft. Interested persons can read the draft to learn more about The Executive Committee's role.

Rachel Rosenblum moved the appointment of The Executive Committee and Crystal Ribich seconded the motion. Thereafter it was:

VOTED: That, in addition to the Chair, President, and Treasurer, the following members of the Board of Directors are appointed to the Executive Committee: Cassandra Goldwater and Willams Dixon.

The motion was adopted unanimously.

4. Discussion of Key Initiatives

Diane Gordon stated that although she has no formal requests on the matter at this time, she wants to start a conversation about potentially adding committees and Board liaisons to ensure that the Board understands the voice of membership.

A couple Board members brought up examples of similar past forums that were not productive because they tended to be avenues for complaints more so than suggestions and open dialogues.

Crystal Ribich brought up an idea that rather than speaking to members, the Board liaisons could speak directly to the studio managers. However, Diane and Mike Lawson were against this idea, with Mike noting that having employees act as Board conduits felt inappropriate.

Matthew Siegal noted that an element he liked about Crystal's idea is that it could formally provide a venue for staff members to go around him as the Executive Director if any of their issues or suggestions were related to him.

As an alternative, Cassandra Goldwater suggested making a semi-regular forum where interested members could come and listen to different Board members and speak with them. There would be a new group of three or four Board memberships each time, and there would be no connection to the studio groups. Instead the forums would provide an opportunity for interested members to understand how the Board is supporting the mission of the organization.

Matthew liked this idea, but was concerned about taking up too much of the Board's time, given that being on the Board already is a significant time commitment. A discussion followed on how many meetings made sense. The most mentioned suggestion was to have the forums take place quarterly.

Carolyn Pampino mentioned that creating this forum or these committees could be one of the objective tasks on the overall Board initiatives spreadsheet, and she also suggested using the "rose, bud, thorn" evaluation technique during the forums. Diane noted that after the annual Holiday Marketplace last year, there was a "rose, bud, thorn" evaluation that was helpful, and asked if Carolyn could take the lead on this forum/committee idea along with any other interested Board members. Carolyn agreed. Diane then followed up on if Board members had been working on the initiatives they signed up for.

A discussion followed about building maintenance volunteering, and how that could be better organized.

Cassandra noted that while there is a Building Committee, there are many pressing building maintenance projects that might be better suited for volunteers who are familiar with hands-on work. Nicole Mordecai suggested creating a mailing list for volunteers who possess the relevant maintenance skills. The volunteers on the mailing list would be altered via email when these tasks came up, and then whoever was available and interested could volunteer.

The meeting was adjourned at 2:55pm.

Respectfully submitted,

Hannah Wolfe