**Attendance:** Crystal Martinez, Janet Malan, Priscilla Gray, Trudi Burney, Gina

 Hausmann, Lisa Molaro

 **Meeting called to order:** Janet called the meeting to order at 7:10 pm

**Approve minutes:** Janetmoved to approve the minutes, Crystal Seconded, approved

**Master Calendar**

 **-** BOD, March 3, 7 pm, 842 Stendhal Lane, Cupertino

 - Empty Bowls, March 8, 2020

 - Clay Carnival, June 20, Clay Planet

**Committee Updates**

 **Chairperson** (Janet Malan)

 Suggested a interactive/instructional or “Clay Date”`

 - Euphrat Museum, “Women Pathmakers” Wednesday Feb 12, 5:30-7:30 Julia

 Feld is exhibiting

 - **Action** **Item**: arrange a studio tour of Thomas Arakawa’s facility- Janet

 - Trudi and Linda organize “A Tour of the Cantor” and Luncheon - sometime in

 Spring

 - Janet and Lisa toured Allied Arts Council, Janet has contacted Barbara Carson

 to see if we can have a sale there

 **Action Item**: Linda will check on the Succulent Sale and Bonzai

 **Vice Chair** (Crystal Martinez)

 - update on Website

 **Secretary Report** (Lisa Molaro)

 - **Action Item**: Set up a schedule for Muddy Hands so all can know when

 Crystal and Lisa will be meeting on Tuesday mornings at 9am.

 Deadlines for submissions are:

 February 24

 March 9 and 23

 April 6 and 20

 May 4 and 18

 June 1, 15 and 29

 **Financial Report** (Trudi Burney)

 -Paid Adobe $19.99

 -Paid Wild Apricot $60.00

 -Paid Hostway $21.95

 -Account balances:

 Checking: $12,156.50

 - mailed out 1099’s to membership

 - Filed Statement of Information to the State of California Secretary of State

 - Updated Corporate Office Registration

 - Reconciled PayPal, Transferred PayPal funds to checking

 - Balanced checking and converted savings into checking account

 **Action Item:** Compare Pay Pal versus Wild Apricot to see if there is a cost

 savings

 **Action Item:** All- please have budgets ready for the February meeting for 2020

 events Due February 15, 2020

 **Membership** (Crystal Martinez)

 - total membership is 156 active members

 **Workshops** (Priscilla Gray)

 - Clay Carnival planning ongoing

 - increase honorarium to $100 per session`

 **Clay Dates** (Lisa Molaro)

 - Empty Bowls Throw Down, January 25 & 26 at Wilson Park, 11 members

 participated

 - **Action** **Item**, Linda to compose for Website Archives “How to put a

 body of work together for an exhibit”

 - “How to get published”

 - **Action Item:** look into a tour of Heath Ceramics as a group activity

**Sales** (Gina Hausmann, Lisa Molaro)

 - Awaiting response from Allied Arts Center

 - Working on AIC for 2020

 **Exhibits Committee** (Marilyn Host)

 - partnering with the Women’s Art Caucus at Olive Hyde for “On and Off

 the Wall” in Winter 2020

**Muddy Hands, Web Site & Social Media** (Susanne Edgerton)

 - **Action Item**: make an instructional video that would show members how

 to update their profile information for the website

 **Meeting Adjourned**

 Janet adjourned the meeting at 8:36 pm.