

October 4, 2022
NCECA Fall Board Meeting
Zoom

12.08pm ET meeting called to order by NCECA President Rhonda Willers.

In Attendance: NCECA Board members Rhonda Willers (President), Alex Hibbitt, Pam Kravetz, Ife Williams, Pete Pinnell, Heidi McKenzie, Jen Gordon, Michelle Castro, MaPó Kinnord, Rick Rogers, Cal Cullen, Ex Officio board members Shoji Satake and Adam Chau, NCECA Staff Helen Anderson, Allyson Hoffelmeyer, Kate Vorhaus, Edith Garcia, Jacqueline Hardy, Tammy Lynn, MeLisa Zackery, Gerald Brown and Executive Director Josh Green.

Absent: Chanda Zea, PJ Anderson, Brett Binford, Dina Perlasca, Simon Levin, Jeff Vick.

Announcements:

1. REMINDER: Board and Committee Reports due Friday October 7th!
2. [New Website!](#) A big thank you to Edith for her work on the new website.
3. for Fall 2022 meetings capture thoughts that are slightly off topic on a separate "In The Weeds" JamBoard.

Welcome & Open (Rhonda).

Rhonda welcomed everyone to the board meeting and asked everyone to think about "being in a space of preparedness". She asked each attendee to share a vision they have for NCECA with the group, while also reflecting individually on the work we do and how it contributes to the whole.

Rhonda emphasized the need to focus on how we are heard and how we listen to others in meetings, and the importance of hearing from the staff and organizational side of things as well as discussing big picture ideas.

Collaborations and Engagement Brainstorming sessions (Heidi, MaPó, PJ, Michelle).

Heidi introduced the discussion around the C&E brainstorming session with an introduction to the C&E committee. She defined DEIA in broad terms through the work of the committee. Board and Staff were asked to work together on the Jamboard on three topic question clusters (see below) related to board engagement that the C&E committee compiled. Smaller breakout groups will then focus on one question cluster each, meeting before the board meeting on October 21, when they will present 3 strategies or findings. The board will then prioritize the collective findings for action. MaPó read out the NCECA mission, Vision and Values and reminded the board and staff of the C&E vision.

Action item: put Collaborations and Engagement Vision statement on the website

Group 1 addressed the questions: How can NCECA ensure that decision-making and leadership, i.e. power, aligns itself with its DEI mission and values? How does NCECA negotiate/navigate white privilege, perceived and/or real within the organization? How does/will NCECA sustain its DEI goals and avoid tokenized representation?

Group 2 addressed the questions: NCECA's values are committed to "fostering equity, diversity, access, inclusion and respect." How do you see these values currently reflected within NCECA? And how might you like to see them reflected within NCECA in the future?

Group 3 addressed the questions: What would a DEI policy for NCECA look like? How would this policy be implemented within programming, staffing, board development, membership, conference planning, awards & fellowships, etc. What new initiatives or changes to existing frameworks could be put in place to support a DEI policy?

Discussion followed the brainstorming session and touched on questions such as decision making around conference locations, perceived or real white privilege in cultural aesthetics and organizational processes, outreach to restaurants and other businesses in conference cities around DEIA expectations and support for first time attendees and others at the conference.

2.00pm - 3.00pm ET Break

Jeff Vick and PJ Anderson joined the meeting

MaPó reminded everyone they can contact her to share their stories of NCECA.

Memorandum of Understanding with Ryan Mitchell. (Rhonda, Shoji, Josh)

Josh gave an overview of discussion around crafting the MOU with Ryan, acting as the representative of "Sino-American Partnerships in Ceramics Exchange (SPACE)", based in Jingdezhen, China. As stated in the MOU, "SPACE and NCECA form this agreement with the purpose of building off of and maintaining healthy relationships with key American and Chinese institutions in order to extend opportunity to artists, students, academic institutions, and industry based on the arts in China and the United States." During the period of the MOU, Ryan will be a non-voting, ex-officio appointee to NCECA's board during the term of the agreement, which will be reviewed yearly and has a term of 3 years, with possible renewal.

There was discussion about the scope of the MOU and relationship with SPACE and Ryan in their role as a representative of NCECA in China and some concerns were raised which focused on larger political issues of working with Chinese institutions, but there was consensus that a partnership of this kind will facilitate NCECA's mission, vision and goals as stated above. Shoji also shared some background about another initiative, that has reached out to partner with many US based organizations and is seeking to become the epicenter of an international educational alliance. A number of organizations have chosen not to join this alliance for socio-political reasons.

NCECA will continue to monitor developments in Jingdezhen and China and review the MOU yearly.

Conference Task Force (Josh.)

Taskforce Focus: Consider future models of conferences and events

Josh outlined the need to review NCECA's current conference model, and research possible reforms as the organization plans for future conferences, locations, and events. Recent developments in international and national socio-political climate have led some academic institutions from supporting the professional and scholarly activities of faculty and students in states that do not align with their values on human rights related issues. Individuals not affiliated with academic institutions may be guided by similar values alignment in making decisions about how to spend their time and money. Additionally, the current in-person conference model has become increasingly complex over several decades. Shifts to virtual event modalities due to the pandemic have demonstrated the cost and difficulty of adapting the present model into a virtual platform. Even without the concern of contagion, concerns about environmental sustainability suggest that there could be a value in smaller regionally focused events. Such modestly scaled approaches may also offer intangible benefits such as feeling more approachable and engaging for some participants, opportunities for partnerships with organizations which have facilities and capacity, such as universities, may also reduce overheads. There was brief discussion around the need for further research and some concerns were raised about changing a historically (pre-pandemic) successful conference model.

After friendly amendment, the board unanimously passed the motion: **Create Conference Task Force with the focus to consider future models of conferences and events.** (Moved by Rick, seconded by Pete (10 votes in favor).

Action item: Taskforce to Bring recommendations to Board meeting in June 2023

Higher Logic and Online Community Update (Edith and Allyson).

Edith gave an update on Higher Logic - an educational resource for online communities that can bring members together for community building and discussion.

The board and staff will be asked to beta test it. There would need to be some kind of contractual relationship with any potential discussion moderators, and we will need financial resources if we thought it necessary to bring on some more formally bound moderators. Allyson gave an overview of the Higher Logic platform in its current form.

Cincinnati 2023 Update. (Pam & Cal)

Pam and Cal let the group know that nearly all of the 89 concurrent exhibitions have been placed.

They have been working hard on transport. Tammy has been working on the bus schedule and most of the Cincinnati conference exhibitions and events are accessible through walking and streetcar. The opening reception evenings are categorized by region of the city and there will be buses. Queen City Clay is presenting K-12 educational programming,

NCECA member and volunteer Amy Pellegrino is working on "Windows of NCECA" - offering spaces of storefronts that will showcase ceramic displays. Josh reminded the group that this project would need a directory and that someone would need to review those artists chosen because of their affiliation to the NCECA conference.

Action Item: Pam Cal, Brett, Adam to oversee "Windows of NCECA" artist jurying

The Randall session will highlight King Records spoken word artists – Siri Imani will be the point person and a collective of performers will be active in the space, highlighting the black music history of Cincinnati. The Q-Kidz organization is also involved.

The Collectors tours are outlined and themed.

Cincinnati Zoo will host an installation in the botanical house. 100 potters will be on Fountain Square to build excitement, and Pam and Cal are thinking about how to keep the momentum going after NCECA leaves

Green Task Force has been advising how to make the conference more sustainable; A large number of NCECA bags from previous conferences that were in storage will be reprinted with the new logo on top of the old ones. Working with Sew Valley and using deadstock material, The Cincinnati committee are creating a tote that would be embroidered and offered for sale.

They need to find a volunteer to coordinate the bus tours and others to help the demonstrating artists.

Meeting adjourned at 5.15pm by President Rhonda Willers



FALL BOARD MEETING MINUTES

October 12, 2022
NCECA Fall Board Meeting
Zoom

12.05pm ET meeting called to order by NCECA President Rhonda Willers.

In attendance: NCECA Board members Rhonda Willers (President), Alex Hibbitt, Ife Williams, Heidi McKenzie, Michelle Castro, MaPó Kinnord, Rick Rogers, Jeff Vick, Pete Pinnell, Chanda Zea, PJ Anderson, Ex Officio Board Member Shoji Satake, NCECA Staff Edith Garcia, MeLisa Zackery, Executive Director Josh Green

Absent: Brett Binford, Dina Perlasca, Jen Gordon, Simon Levin, Adam Chau, Pam Kravetz, Cal Cullen.

Welcome (Rhonda)

Rhonda asked folks to share some thoughts about how we ask our members “to play” during the conference.

Programming Update & Brainstorming (Chanda)

Chanda gave an overview of programming updates and confirmed keynote speakers. Wednesday afternoon will be the Welcome and Recognitions reception, all are encouraged to attend.

New initiatives for 2023 include the Make-in space, Podcast room, and the STEAM poster room as well as hands-on K-12 demonstrations on Thursday, Friday and Saturday morning. This will be a free opportunity for all K-12 educators.

Action Item: identify volunteers to coordinate K-12 space.

The expanded focus panel will feature Adero Willard's proposal "We've been here the whole time". The fall programming review received 53 proposals for the Projects Space and Clay Conversations. Short form proposals will be grouped into groups of 3 and spread through Thursday and Friday.

There are some demonstrators already confirmed and lists of potential keynotes and closing lecturers for the 2024 conference.

Chanda is currently reviewing programming and updating the 2024 call, timeline, and rubrics. All proposals will be reviewed by the programming committee and will be shared with the board on May 15, before the Spring Board Meeting. There will be an info session for the board in May on this process. Chanda discussed planning for 2024 and the relationship of programming content to grant writing. What do our members want to see and hear?

Headliners for 2025 Conference (Chanda)

Chanda asked the group to brainstorm on a Jamboard to questions initiated with "what does your ideal conference look like"? She led the group through the process to gather information, ideas and potential presenters for upcoming conferences.

Adam joined the meeting.

Fellowship Taskforce (Alex, Josh)

Taskforce focus: Consider the structural barriers to providing greater access to fellowships that align with NCECA's mission; financial needs and potential sources; eligibility requirements, application process, Scope and Scale: meaningful amounts and number of fellowships

The board unanimously passed **the motion: Create Fellowship Taskforce with the charge of refocusing the purpose of fellowships within the context of NCECA's educational mission while centering concerns of Diversity, Equity, Inclusion, Belonging and Accessibility throughout all elements of the program.** (Moved by Ife, seconded by Pete, 10 votes in favor).

Action Item: Taskforce to bring recommendations to the board by June 2023.

Alex gave an update of the ad hoc fellowship committee work over the last year and a half, adding two new fellowships and broadening access to all the awards through changes in the application requirements to allow for a less onerous application process. Josh gave some background to other shifts over time within the fellowships, and how moving the focus from awards to fellowships has also encouraged a feeling of community, (creating cohorts) within groups such as the emerging artists. Securing funding is a major concern going forward. This taskforce can help to identify existing communities that are left out of our fellowships, and also

look at how we support our fellows past NCECA's monetary award. What kind of other fellowships are needed?

2023 Conference (Josh)

Additional Rooms in the Conference Center

There was a short discussion about how to use additional rooms available in the Convention Center. This included space for community connections and the need to have volunteers to step up and coordinate each of these spaces and their content. MaPó suggested having a space where members can share their NCECA experience. Communication would like to set up a space for video that could be livestreamed.

Folks should reach out to Chanda, Josh and Rhonda by Friday 23rd October with suggestions for room use.

Gallery Expo and Emerging Artists exhibition space

There are 3 available spaces for emerging artists, and 5 galleries coming to the Expo space.

Open Board Positions (Ife)

Ife reminded the group of the upcoming open board positions including Director at Large and Student Director at Large and asked for nominations and recommendations.

The group discussed how to create continuity for the SDAL and DAL.

2.00pm - 3.00pm ET Break

Board and Committee Interface with communications (Josh, Rhonda)

A new process by which Board members can bring ideas and participate in communications discussions was presented. Josh agreed that it is a document that will be finessed. The process includes the formation of an open monthly communications meeting, and the re-formation of the communications committee, (which will be ratified in a board vote to amend the bylaws – see below.) There was a brief discussion. Ife commented that the communications meeting is a way for the board to have priorities met, but that the board should always interface with staff through Josh. Josh also sees the potential need to draft a policy about NCECAs social media feeds. There are a number of concerns related to social media, and he feels that the major platforms are inherently flawed.

Edith asked if board members could work on fundraising for projects they may present.

Action Item: Communications Committee meet before November 4th to discuss member NCECA stories room at the conference with MaPó. (Concerns about staffing- capacity videographer)

Motions & Bylaws related to Communications Changes (Josh, Rhonda)

To allow for full board participation in the following motions to amend the bylaws, the following information will be presented to the board by email, along with the recording of this meeting, and this will be followed after several days by a survey monkey ballot.

(MOTION: Accept bylaws changes to Article IX.3.E as Proposed.) Moved by Alex, seconded by Chanda

CURRENT BYLAWS:

Communications committee language

Article IX.3.E. The Communications Director will create and chair the Communications Committee with flexible membership (4-6 people with at least 2 non-board members and at least

2 board members) with the intent to create a diverse range of voices to advise on content shared with the NCECA membership. The Executive Director, Social Media Specialist and Marketing Manager may be called upon to take part, ex officio.

PROPOSED BYLAWS CHANGE:

The Communications Committee shall be formed by the President with the intent to create a diverse range of voices to advise on and determine content and strategies to communicate on behalf of NCECA. The President will assign a chair from within the current Board of Directors. The Committee shall include the Managing Director of Marketing and Communications, the Executive Director, at least 1 person from the General Membership, and at least 1 additional Board Member.

MOTION: dissolve the Communications Director position on the NCECA Board of Directors and advance bylaws changes to remove all language related to the position of Communications Director. Moved by Chanda, seconded by Pete

There was discussion around access to minutes from the communications committee for all board members, and how to address disagreements about project approval and implementation. Moving forward, there will be discussion around the possible need for another board position created with a different focus. The greatest current need is for an individual focused on development, but it is not clear if this is a board or staff position going forward. Chanda expressed that development is an onerous job, and we must acknowledge that this kind of work load is untenable for those who do not have white privilege or an academic position. A staff position would also ensure continuity, which is crucial for development relationships to succeed.

Other Bylaws changes (Alex, Josh, Rhonda)

- a. Executive Committee review/share with board

Rhonda introduced the Executive Committee Changes as approved by the board in the August 23rd 2022 Board Meeting and the process to elect the one year rotating board member.

- b. **Annual Members Meeting** (Alex) This motion will be voted on by Survey Monkey Ballot This change allows for more flexibility in scheduling the annual member's meeting and more accessibility for our national and international members.

Motion: approve bylaws changes regarding bylaws section Article V.1. Annual meeting as proposed:

Article V. Meetings of Members

1. Annual Meeting. *An annual meeting of members shall be held at least once every calendar year. ~~typically during the Council's Annual Conference. Only the cancellation of the conference will necessitate the rescheduling and reformatting of this meeting.~~ The purpose of the annual Meeting of Members is to share reports, provide a forum for member comments and to conduct such other business as the Board of Directors or members determine is required or appropriate.*

Executive Session

Discussion of personnel matters.

The board left executive session

Programming follow-up (Chanda)

Returning to the subject of the programming, discussion focused on the Clay Conversations.

Reminder to vote on the bylaws motions on survey monkey and keep adding to the programming Jamboard.

5.03PM ET Meeting adjourned by NCECA President Rhonda Willers.



FALL BOARD MEETING MINUTES

October 21, 2022

NCECA Fall Board Meeting

Zoom

In Attendance: Rhonda Willers (President) Chanda Zea, Heidi McKenzie, Pete Pinnell, Ife Williams, MaPó Kinnord, Richard Rogers, Michelle Castro, Jeff Vick, Dina Perlasca, PJ Anderson, Cal Cullen, Ex officio board members Adam Chau, Angelique Scott, NCECA Staff David William, Helen Anderson, Kate Vorhaus, Allyson Hoffelmeyer, Tammy Lynn, MeLisa Zackery, Edith Garcia, Jacqueline Hardy and Executive Director Josh Green

Absent: Alex Hibbitt, Simon Levin, Jen Gordon, Pam Kravetz, Brett Binford.

12.05pm ET meeting called to order by NCECA President Rhonda Willers.

Welcome (Rhonda)

Rhonda asked the group to think about who they do their NCECA work for and encouraged them to share this with the group in the chat. She thanked the Board Secretary for her work helping to prepare the agenda for the meetings.

Announcements

Bylaws changes were unanimously approved through Survey Monkey in respect of the Communications Director and Committee and Annual Members' meeting.

Reminder: Executive Committee Rotating Board Member Nominations

Rhonda thanked the board for voting on the bylaws changes and encouraged board members to nominate themselves or another board member for the rotating position on the Executive Committee. When this organizational change was first under discussion, it was suggested that this position be filled by a member-elected board member - (A Director at Large or a Student Director at Large), to allow for greater member representation on the Executive Committee. Rhonda asked the board to consider this when making nominations or voting on those nominated.

Calendar: 2022-2023 Calendar for upcoming meeting schedule.

Collaboration & Engagement Committee brainstorming sessions:

Prioritization of Ideas and Brainstorming for each of the priorities (Heidi, MaPó, Ife, Michelle)

Following up from discussion and brainstorming at the October 4th Board meeting, and smaller break out group meetings since then, Heidi presented a document that synthesizes priorities, goals and strategies from each group's Jamboards. She shared that although the initial intent for this discussion was to whittle down the priorities to three in this discussion, it has become obvious that all the ideas are equally important. Heidi suggested that it would be helpful to focus on organizing these ideas into; long term goals, medium term goals, things that are already happening and things that are urgent. The board and staff took some time to review the document, with members of each breakout group presenting their group's findings and the discussions around them. There was acknowledgement of work that was already in progress, and significant consistency among group findings as to areas to focus on. Identifying needs for both internal and external policies and guidelines, discussion then turned to how best to move forward with expediency and support, whilst understanding that some of the work will be tied into the next strategic planning process. MeLisa shared her experiences with other organizations on DEIA work and stated that this process will take some time to implement, with input from external consultants and NCECA's Strategic Planner. Rhonda summed up the discussion reiterating that the emphasis for this process is on embedding DEIA throughout the organization, while being mindful of Board and Staff capacity as well as budgetary concerns. Looking at a phased approach to implementation along a timeline from near to long term, this will also inform our choice of Strategic Planners or consultants. It was agreed that the Executive Committee would work on the summary document at the November 15 meeting and make recommendations.

Action Item: Executive Committee reviews summary DEIA priorities document and makes recommendations.

Rhonda thanked board and Staff for their collaborative work on this issue. She thanked Heidi and the Collaboration and Engagement Committee for their leadership of the discussion and stated that She was appreciative of working with a group that is committed to continual change.

Updates to Guidelines for Board Proposals (Rhonda)

Rhonda outlined some changes to the guideline document made in response to discussion at the last board meeting. She encouraged the board to add comments to the document as we try to finalize and clarify this process.

Board Giving & Annual Appeal (Rhonda)

A reminder that the board is a 100% giving board. Please give in alignment to your personal capacity. NCECA being a 100% giving board is important in relationship to how we are connected to the organization and is also beneficial when we are applying for funding and grants.

Rhonda shared some changes for the annual appeal this year. NCECA will reduce the number of physical letters sent out and will send these in a more targeted way. Edith is working on social media and video outreaches about why NCECA matters and is also focusing on getting out NCECA members' stories. After the success of the Shimpo Wheel giveaway last year, it may be possible to connect with several vendors to do similar giveaways that encourage more small donations. Rick shared that he sees several different fundraising opportunities where NCECA could grow. MaPó feels that many members would be interested in donating artwork, that may not be able to give money, and that we could investigate ways to facilitate this.

Action item: Executive or Development committee to discuss the issue of member artwork donation and sale/auction (who would lead the initiative, is there capacity?)

Reminder to register for the 2023 conference and take the opportunity to donate to the Annual appeal.

2.00pm - 3.00pm ET Break

Gift Acceptance Policy (Rhonda, Rick, Helen, Josh)

It has recently become apparent that NCECA should have a Gift Acceptance Policy, which would help guide NCECA and potential donors who may want to restrict gift principles indefinitely, establish distinct restricted purposes of their gifts, or make future promises of gifts that are contingent on factors outside of NCECA's control.

NCECA auditor Kris Flewellinig and NCECA investment manager Catherine Coleman recommend a minimum amount be established in the policy that determines a required base amount (\$500,000) Donors have the opportunity currently to donate to the Fund for Artistic Development and within that, their donation can be more targeted to NCECA's current fellowships and tracked. Endowments are typically governed by policies that set standards for the protection of principal amounts and indicate potential use restrictions that are consistent with the organization's mission.

Another advisor from a community foundation has recommended that the policy include clauses that permit future boards to adjust to evolving circumstances that may be impossible to foresee in the present time. Josh drafted a gift policy for consideration after reviewing some gift policies that were shared by the auditor. He recommended that it should be reviewed in the near future by the Finance Committee.

The board unanimously passed the **motion: Adopt the Gift Acceptance Policy as Presented** (Moved by Pete, Seconded by Rick, 9 votes in favor)

Richmond 2024 Update (Jeff, Angelique, David, Edith)

Angelique told everyone that the On-Site Committee is very excited and have nailed down the host organizations for two of the NCECA exhibitions; The Multicultural exhibition will be hosted by The Black History Museum and Cultural Center of Virginia? And the National Student Juried

Exhibition will be hosted by the Visual Arts Center of Richmond, which was one of the cohosts of the Annual in 2020. Both spaces are around 3000 sq feet. Talks continue with two excellent spaces who could host the Annual exhibition. The committee has been discussing the theme of the conference.

David William shared some graphics in progress and the conceptual process behind them. There was discussion around the process of choosing the conference theme, after the brainstorming work at the last board meeting. Angelique commented that a lot of the ideas brought up were about the interconnected communities of Richmond, and the On-Site committee wanted to focus on looking forward to the future in Richmond with a word that sounds both elegant and welcoming.

The board unanimously passed the **motion: Accept the theme of *Coalescence* for the 2024 Richmond Conference**, (Moved by Jeff, seconded by Rick, votes in favor 9)

New Business:

Michelle, Heidi and MaPó shared initiatives that they are working towards bringing forward to the board and asked logistical questions and for feedback. MaPó reminded board members of her request for video interviews with board members and encouraged them to get in touch.

Future Board Meetings & Closing (Rhonda)

Rhonda thanked everyone for their lively engagement, creativity and care during the Board meeting. She asked everyone to hold their visions for the organization, what play looks like in the organization and who they are thinking of when making decisions and policies in their mind as they continue their NCECA work.

4.35PM ET Meeting adjourned by NCECA President Rhonda Willers.