

NCaSBA BOARD MEETING MINUTES

Saturday, November 18, 2017, 10:00 a.m. to 12:08 p.m.
Filoli Bourne Room, Woodside, CA

Danny Swanson called the 4th Quarter NCaSBA Board meeting to order at 10:00 a.m. The following 18 members attended.

Present	Absent	
Nina Antze Celia Bakke Ruth Cox Catherine Dellor Pria Graves Bernard Halliwell Kaye Herbranson Dorothy Hunter Kristin Jakob	Nancy Klippert Deni Manning Lee McCaffree Judy Paris Nancy Saltsman Danny Swanson Svetlana Tkachenko Allison Walker Catherine Watters	Beatrice Bergemont Betsy Chovanes Walter Denn Cissy Freeman Liz Stroh-Coughlin Sally Petru

A. PRESIDENT'S BUSINESS: Danny Swanson

See Danny's Agenda (sent to all board members via email) for details.

See attached list of 2018–2019 Board of Directors

See Danny's Report "Wrapping up 4 Years!" for details.

See Danny's Report "NCaSBA Wrap up for ASBA Conference" (sent to all board members via email)

Danny thanked Ruth and Lee for arranging our meeting today.

- 1. **New Board** Danny welcomed and introduced the new NCaSBA board members elected at the General Meeting. She also noted that Sally Petru is our new ASBA president and Catherine Del-Ior is joining the ASBA board as a co-editor of the monthly Highlights Report.

POST MEETING UPDATE: Nancy Klippert stepped up for the vacant Treasurer Position and was voted in unanimously by an email vote sent to all members.

- 2. **Minutes.** The minutes for July 15, 2017 Board Meeting were approved.

The minutes for September 16, 2017 General Meeting were approved.

- 3. **President's Wrap up of last 4 years:** Danny read a thorough and packed report of her administration during the past four years. Two projects dominated: Creating the Alcatraz Florilegium and co-hosting/sponsoring the ASBA General Meeting. Our membership grew from 49 in 2010 to 227 today.

- 4. **ASBA Annual Meeting/Conference Wrap up.** Danny thanked all the Chairs for their prompt reports and noted that if anyone wanted more details, they can contact the individual Chairmen. It was a great success and we are all proud of our effort.

- 5. **Conference Budget.**

A copy of the Conference Budget Report is available on request

- Danny thanked all those who paid for items and did not submit requests for reimbursement. We raised over \$18,000 from underwriting and in-kind donations were over \$4000.
- A suggestion was made to document what each committee had to spend money on (and what was donated) for future reference and to include in minutes.
 - a. Smallworks: labels, posters (donated), velcro, packaging, postage, framing supplies, tips
 - b. Registration: dividers for bankers boxes, tips

- c. Catalog Sales: purchase of a chip reader for the Square Account; swipe reader was free but banks no longer guarantee bad debt when they are used.
- d. Decor: Kaye noted ASBA does not have a decoration budget for dinners. She bought ribbon, flowers, wreaths, pumpkins. Kay sold several of the pumpkins at Banquet.
- e. Tours: printed maps, tips for drivers and bell boys. ASBA contributed a small amount for tips
- f. Signs: Catherine did the signage at home so donated card stock and ink for printer

Motion: to give a \$100 gift certificate to the Pro Panel donor, Dianne Dunwoody. **Passed Unanimously**

Motion: to replace the July 2017 motion regarding a donation to Filoli and donate \$1000 intended to support Filoli Botanical Art Education Program as a thank you for co-hosting the ASBA Conference. **Passed Unanimously**

Motion: to donate \$1000 to ASBA to cover printing costs to be use for future Conferences. **Passed**

Motion: to allow ASBA to "forget" the \$1495 they would be paying us for the Totes (299 totes @ \$5). **Denied.** It was felt that we have already donated \$5000 from our coffers plus very much more in private donations and that the \$1000 given ASBA for printing costs is sufficiently generous. ASBA is already very grateful that we offered to split the bag cost with them.

B. Treasurer's Report: Svetlana Tkachenko

A copy of Financials is available on request

Danny noted that all donations made to ASBA will be acknowledged in the year in which you renew: donating now when renewing for 2018 will give you a 2017 Tax Exemption.

1. Quarter Income Statement.

a. Membership/Donations Income.

- There is membership fee income as well as general donations.
- Svetlana noted the donations received so far for the ASBA Annual Meeting/Conference.
- Luther Burbank Catalog sales at ASBA Conference
- Amazon Smile donations total another \$41.50.

b. Exhibit

- Seeds and Pods at UCBGB.

c. Education/Events

- There was income from Ellie's and Cissy's workshops. There was also income from Maheer Sawami workshop and Heirloom Expo sales.

d. Annual Meeting

- Registration Fees

e. Alcatraz Florilegium

- We have sold nearly half of the original catalog order.
- Catherine Watters suggested dropping the catalog price during the Holidays for the artists in order to move inventory. Discussion resulted in agreeing to drop the price to everyone and permanently going forward.

Motion: to drop the price of the Alcatraz Florelgium Catalog to \$15 plus. **Passed Unanimously**

2. Quarter Expense Statement

a. Exhibit/Events

- UCBBG and Heirloom Facilities/booth rents, credit card fees, Florilegium post cards and catering

b. Education

- Fees to instructors for three workshops

c. Annual Meeting

- Printing and supplies and lunch (lunch mostly offset by amount collected from registrants though we covered a small amount)

d. ASBA Conference

- Wine for Opening Reception and Banquet, Speaker's Night dinner, Jack Laws Honorarium, Angel Fund, Tote Bags, Mugs, Seed Packets, ASBA Donation/Payment for 30% of our catalog sales.

3. Quarter Balance Sheet

- Balance Sheet indicates cash on hand and Alcatraz Florilegium Catalog inventory under Assets.
- Liabilities: Sales Tax, Heirloom Accounts Payable, ASBA accrued Expenses and Accounts Payable.
- We have a strong net assets position.

Svetlana received a round of applause for her work in this difficult tax year. Danny let her know we can't thank her enough for what she has done for us.

C. OFFICERS' REPORTS

Everyone should have received email reports from VP/Membership/Activities/Exhibits.

1. Exhibits: Lee McCaffree and Catherine Watters

- Entry Deadline for Annual Filoli Exhibit is January 14, 2018 and is themed Palate of Flowers so all entries must contain flowers. Also, the number of accepted pieces is much reduced next year due to limited space.

2. Goodbye to retiring Board Members: Pria Graves, Svetlana Tkachenko, Nancy Klippert.

- Danny voiced the Boards very special thanks and deep gratitude for all their valuable hard work.

3. Passing the Gavel: Danny Swanson to Kaye Herbranson

- Kaye accepted the gavel and with it the transition from VP to President.
- Kaye passed out gifts to each retiring Board Member in a token of our appreciation. Sally Petru, though she couldn't be present today, sent a floral arrangement for each including a personal note.
- Kaye added an especial thanks and gift to out-going President, Danny Swanson.

4. Activities: Kaye for Liz Stroh-Coughlin

- Nancy Saltsman reported that there is very inexpensive space to rent for any artists looking to expand their teaching venue to Livermore. She is looking to connect with artists in Brentwood and San Ramon. The Bothwell Center for the Arts is a non profit with opportunities for more teachers and exhibits. We don't have a big presence in that part of the Bay Area.
- Kaye noted that the Filoli Calendar is not yet out for 2018, due 11/21/17.

D. NEW BUSINESS Kaye

- Our next meeting will be the day of our UCBBG Reception on January 13th in the small Conference Room at the Garden from noon to 3 PM.
- Kaye hopes to keep the meeting short and would like board members to keep sending their reports out ahead of time.
- Dates for future Board Meetings will be in April, July and October or November, days TBD.

- Kaye is going to try to find a San Francisco location for all future Board Meetings. Possibilities include, Miraloma Clubhouse, Asher House, Conservatory of Flowers Tent, Presidio near Tides.
- Kaye would also like everyone to consider the possibility of meeting on Sundays so we don't conflict with Filoli Classes where several of our members teach so must miss meetings. She asked members to email just her with their thoughts.

Board Meeting Adjourned at 12:08 p.m.

List of Referenced Reports:

1. President's Agenda
2. Board of Directors
3. President's Four Year Wrap-Up
4. NCalsBA Conference Wrap-Up
5. NCalsBA Conference Budget Report
6. ASBA Conference Food Services Report
7. NCalsBAn Conference Tote Bag Report
8. Treasurer's Report x4
9. Activities Report
10. Membership Report
11. Exhibits: Plants Illustrated- "Celebrating Trees"

Submitted by Catherine Dellor, Chapter Secretary

NCaSBA Board of Directors AGENDA

Filoli's Bourn Room

November 18, 2017

10:00 to 3:00 p.m.

PRESIDENT'S BUSINESS: *Danny Swanson*

Thank you Ruth & Lee for arranging today!

Welcome to New Board Members & Introductions!

Missing Today: Sally, Liz, Cissy, Beatrice, Walter & Betsy!

Corrections or additions to the July 15, 2017 Minutes as E-mailed?

Corrections or additions to Annual Meeting Minutes on September 16, 2017?

President's Wrap Up for last 4 years! *Sit back & relax!*

CONFERENCE WRAP-UP as E-MAILED....Any Questions?

Thank you to all Chairs for prompt Reports! If anyone else wants to read a particular report, please contact that Chairman to E-mail to you.

CONFERENCE BUDGET: Questions related to Budget we E-mailed?

Action items: 1. Shall we send a Gift Certificate for \$100 to the donor of Pro Panels? 2. Shall we donate \$1000 to Filoli as a Thank You for Co-Hosting this Conference ?
3. Shall we donate \$1000 to ASBA to cover the printing costs?
4. Shall we "deny" the \$1450, which ASBA agreed to donate to Tote Bags?

TREASURER'S REPORT: Svetlana Tkachenko

Financial Reports / Budget / Treasurer Search? *Svetlana & Judy*: Alcatraz Book Sales

Note on Dues/Donations for 2018: All Donations made to **ASBA** will be acknowledged in the year in which you renew....e.g. if you donate NOW, you will receive Tax Exemption in 2017, not 2018...as was the case in prior years!

OFFICER REPORTS: You should have received the following E-mailed Reports from VP\Membership\Activities\ Exhibits

Any Questions about those E-mailed Board Updates? ***Reminders on Deadlines?***

Special Goodbye & Thank You to Pria, Svetlana & Nancy!

Passing on the Gavel....Kaye's Turn!

Focusing on our Future!

NEXT MEETING: First Board Meeting of 2018 TBD

Happy Thanksgiving to all of you & your families!

Final Board Meeting November 18, 2017 “Wrapping Up 4 Years!”
Danny Swanson, President 2014-2017

TODAY WE CELEBRATE US!

This is not only the Final Board Meeting of 2017, but the final Board Meeting of this Administration...so I will attempt to wrap-up 4 years in just a few minutes!

Two basic projects have dominated our last four years: creating the Alcatraz Florilegium & preparing for & co-sponsoring this recent ASBA Annual Meeting, (AKA Conference 2017, San Francisco 2017 & Golden Gate to Garden Gate!)and that BOTH of these projects have been so successful is a testament to our hard-working Members! We need to take pride in what we've accomplished with these enormous efforts!

We also gathered our own artworks for our Annual Plants Illustration Exhibit at UCBBG...and the relationship we have with the Botanical Garden has elevated to a new level of respect, thanks to several dedicated Members, who work regularly with the Gardens...Lee, Catherine & Sally, plus several others! The recent UCBGB publication features Nancy's artwork & notes about our “Seeds Exhibit” from last February.

Our Activities Chairs...first Judy & now Liz...have worked with our Regional Reps to create interesting hikes, tours & lectures to our Calendars.... Sometimes we're so busy that I cannot imagine finding time to draw & paint....but you do....and the results are increasingly fine....as evidenced by all our recent exhibits.

As a group, we take pride in what we do to further Botanical Arts appreciation in Northern California. We have a wonderful website, thanks to Pria... & a presence on Facebook, thanks to Deni...& great Member Communication, thanks to Nina... although all three of you contribute to the whole.

I try to imagine what our work & accomplishments would look like prior to Email, texting & Cell phone availability....slower, less effective & frustrating for sure....Aren't we lucky?

Through net-working & Website, we've reached out to the Community and the Community has reached out to us. People like working with us, because they know we bring artistry to our efforts, as well as competency. ...which is rarer than you might think in today's world.

The difference between “well meaning” & “competent” is HUGE!

Our efforts continue to SHINE in a Community increasingly aware of what we can do!

The Alcatraz Florilegium Catalogs are evidence of an outstanding project, and considering the size of our inventory of unsold books, we will need some “creative marketing ideas”....or a steady contract with Alcatraz....for Sales! And since Sally is the current ASBA President, Lyn Dahl is continuing only “mail-order shipping,” Catherine Watters is going to need help from our New Board to plan the future of this project. Please note that Judy, as Inventory Controller, & Svetlana “tracking sales” have been very busy, too!

OK...here goes: I will try to do this **synopsis of 4 years** quickly, *although not giving which year or in the proper order!* *Beginning with...*

Our Member Exhibits: “Plants Illustrated” annually at UCBGB; San Francisco Flower & Garden Show; Heirloom Expo in Santa Rosa; & California Native Plant Society Conference in San Jose. Individual Member Exhibits have spread our reputation even further!

Alcatraz Florilegium Exhibits: Marin Headlands Visitor Center, Mahoney Library in Petaluma, SF Public Library, Orinda Library, & finally back on Alcatraz with every print included...*and in time for ASBA Conference!*

Field Trips (with or without sketching): Alcatraz Specimen Collecting several times; Art in Science UCB; Golden Gate Parks Conservancy at Presidio; Elizabeth Gamble Gardens in Palo Alto; Marcia Donahue Gallery Garden Tour in Berkeley; Jepson Herbarium at UCB; Stairway Walk (Filbert Steps) in SF; Russian River Rose Company in Healdsburg; Bonsai Garden Tour at Lake Merritt in Oakland; Circle Ranch Conifer Garden; Garden Valley Ranch in Petaluma; Villa Montalvo Gardens in Saratoga; Beach Walk & Seaweeds; East Bay Studios Tours & Luncheon; San Francisco Conservatory of Flowers, & several times, Calypso Orchids on Mt Tam, Mariposa Lily on Ring Mtn., Green Gulch in Marin; & finally, the California Academy of Sciences ”Behind the Scenes Tour!”...which we liked so much, we repeated for ASBA’s Conference! We had **Painting Days** with Laura Sawczuk in Orinda, Judy Paris in Portola Valley, Pat Rudebusch in Orinda & Danny Swanson in Saratoga.

We attended ASBA Conferences: Denver, Miami & Pittsburgh, before San Mateo

Judy Paris conducted an **Activities Poll in 2015:** Members prefer in this order→ Techniques Classes/Demos; Lectures/Education; Hikes; Visit Gardens & Nurseries; Studio Tours; Peer Reviews; Painting Days!

Workshops we held: Martha Kemp's Graphite; Andie Thrams on Field Journaling; Kristin Jakob's Pen & Ink; Cissy Freeman's Graphite & Watercolor; Ellie Tu's Ink & Charcoal Dust; Nina's Colored Pencil; Kay Woolfolk's Using Calligraphy in Botanical Art; Mahaveer Swami's Indian Manuscript Painting & Miniatures; & most recently, Bernard's & Kristin's Silverpoint. We also held a Peer Review session, where artists critiqued each other...kindly!

Kaye chaired 4 **Annual Meetings**, which included Portfolio Sharing; Speaker Susan Wallace Barnes on creating her artworks; Panel Discussion on Marketing Your Artworks; Technique Demos with "Sean, Ellie & Cissy!;" & Deb Shaw addressed "Protecting Your Artworks in the Digital World."

ASBA Journal Contributors: Pria's wonderful Series on Endangered Plants; AND Eliza Jewett, Nancy, Bernard, Catherine Watters, Mary Harden & Elaine Jek have all provided excellent articles & notes...many had their artworks displayed in those pages! We will be seeing **Sally in every 2018 issue, since she's now ASBA President!** Catherine Dellor is also on the ASBA Board, as is Laurie Griff from Portland, who is also a Member of NCalsBA.

Board Business included: 16 Board Meetings, several Executive Committee Meetings & 4 Annual Membership Meetings! Besides all the activity our **Treasurer** must oversee with State Franchise Tax Board & IRS, regarding our Non-Profit Status, she pays our Insurance fees & all of our expenses. We participated in the **ASBA Online Auction** in 2016, & we split expenses with Filoli, each \$375. We convened two **Nominating Committees** to present each two year term with new Officers, presided over by Julie Allecta & Celia Bakke. We connected with **FACEBOOK**, thanks to Deni! We acknowledged all donations with **Donor Thank You Letters**. We fielded many requests for information, either through our Officers or the Website. Our Parliamentarian improved our **By Laws** several ways, consulting often on how to interpret them! **Further**

business: We consulted with Nature Conservancy in their SF HQ, regarding purchasing botanical artworks for their offices. We had many suggestions for improving our Activities, and we heard 2 new requests for Florilegiums...Cynthia Byrne-Margetts for Marin Art & Garden Center; Kelly Darpinian, peach growing family in Modesto, for "Agricultural Crops of California!" *Something to consider for our Future!*

Membership just grew on its own: from 49 in 2010 to 227 currently... from Portland, OR to San Diego, ALSO from New Zealand, Hawaii, New York, Massachusetts & Canada!

So in 9 years, we've become a group of interested, engaged women & men....artists who work not only to improve our art, but also Community awareness of Botanical Arts...and ways in which Botanical Art can expand peoples' thinking on environmental issues. There are several of you who have been here as long as I have....since we began in 2008, through ASBA Chapter affiliation in 2011; and I sometimes marvel at how far we've come in that time!

We are a wonderfully diverse group, with talents galore & endless possibilities!

I cannot emphasize enough how proud I am to be associated with all of you!

Thank You ALL for being part of our very busy Board of Directors these last 4 years!

NCaSBA Wrap-Up for ASBA Conference October 11-14, 2017

History: NCaSBA & Filoli agreed to Co-Host the ASBA Annual Meeting in 2017

2014: Marilyn Garber, ASBA Conference Coordinator, asked us to research several hotels near Filoli. The San Mateo Marriott had been the venue for the ASBA Conference in 2003, and it was decided to use it again, as it had been renovated. ASBA negotiated contracts with the Marriott Corporation.

2015: Sally, Lee & Danny became the Steering Committee, and worked with Cathy Rampley to define roles we would each take in co-sponsoring the Conference. **Filoli** would host a Welcome Reception or General Meeting, would provide classrooms and volunteers, would offer to do all printing for the registration packets, and would provide table décor for the Awards Banquet.

NCaSBA considered what we might underwrite and began to consider Tours or Lectures we might present.

2016: Denise Walser-Kolar took over as ASBA coordinator.

NCaSBA gave her a list of our preferences for Teachers & Classes.

We also decided to underwrite a **Speaker's Event**, with a Lecture on Friday Evening, including a Buffet Supper. We engaged John Muir Laws to speak.

Chairmen & Committees: We sought Chairs to oversee Food Services, Busing, Alcatraz & Golden Gate Park Tours, Filoli & Hotel Liaisons, Small Works Exhibit, Speaker's Event, Registration packets, Totes & contents, journal promo writers, Art Bazaar local liaison & volunteer coordinators!

Wine: We sought underwriters for Wine at Awards Banquet and Welcome Reception, if needed.

Exhibits: We would have not only Small Works & Luther Burbank Florilegium at the Hotel, and our entire Alcatraz Florilegium displayed on Alcatraz, but we would have the annual Filoli Botanical Art Exhibition on display, as well as the recent Certificate Program graduates, and a sampling of the Filoli Florilegium, as well as a sampling of the Highgrove Florilegium. We considered having these exhibits all together as quite a coup!

2017: By Spring we had created an Angel Fund, to help underwrite expenses for those who want to attend Conference, allowing \$200 scholarships towards the \$395 ASBA Registration Fee! With underwriting in place, we felt good about what our local Chapter had to offer.

By early Summer Filoli & Hotel had major staff changes.

Filoli chose not to honor all commitments. They requested that there be a single contact liaison, so Lee took on that role, in agreement with Denise. Filoli would no longer print all Conference documents for Registration packets, necessitating \$1000 in local printing costs to revert to ASBA. While Filoli would still Host our **Welcome Reception**, they now had a liquor license, which meant they had to charge us for wine. We found underwriters & added a Cash Bar. Our Food Chair took over the **Awards Banquet décor**, as the cost would be too great for the **Filoli** floral committee to purchase flowers. Filoli would set up our **Welcome Reception** on the outside Patio, providing light food, allowing access to the House for all exhibits on display, as well as the Visitor's Center. In the days to follow, they would also coordinate Tours of the House & Gardens and provide classroom space and volunteers.

JULY 22: ASBA Conference Online Registration faced challenges once again, despite a dedicated server and a cueing system. This resulted in ASBA manually registering members in an effort to offer equitable Registration. Many were upset and some decided not to attend, resulting in the loss of about 30 registrants. Despite an unfortunate Registration process, those who attended were pleased with their experiences.

October 11th NCalsBA welcomed 272 registrants, and about 40 guests. **NCalsBA** was able to underwrite Wine for 2 events, Tote bags & contents, a Speaker's Event with Buffet Supper, as well as Angel Fund scholarships.

Positives: On-site Registration was well coordinated; we gave each a wonderful Tote Bag, filled with gifts; Small Works Exhibit was excellent; the buses ran well; the teachers & students were mostly happy; our Speaker's Night was terrific; the Tours went well; the exhibits were spectacular; & the Art Bazaar made money for ASBA. The Alcatraz Tour hosted 52 attendees, & Golden Gate Park hosted 40 participants. We awarded 5 Angel Fund scholarships, which enabled some to participate, who might not otherwise.

One huge negative was a horrifying fire in the Wine Country...We had members left homeless and a blanket of smoke that compromised air quality.

Overall the efforts of all seemed worthwhile, and based on the notes & comments we received, people were genuinely happy they came and participated in so many venues.

Lessons for us: Written contracts are necessary; underwriting is essential to providing a good experience; Chairmen & coordinators must be in place for all venues & operations; and making people feel Welcome gets everything off to a good start!

Where possible, try to define the jobs to be done. We asked most people to “create the job, based on our needs.” That’s outside the comfort zone for many people, but ultimately, that’s how things worked.

CHAIRS: Busing Plan, Joan Keesey (Lee & Denise); Bus Volunteers, Leslie McLaren; Food Services, Kaye Herbranson; Hotel liaison, Beatrice Bergemont; Filoli liaison, Lee McCaffree; Small Works Exhibit, Nancy Klippert & Nina Antze; Speaker’s Event, Catherine Dellor & Celia Bakke; Tote Bags, Catherine Watters, Kaye Herbranson & Lyn Dahl; Registration & Information, Judy Paris & Betsy Chovanes; Signage, Catherine Dellor; Alcatraz Tour, Sally Petru, Catherine Watters & Lyn Dahl; Golden Gate Park Tours, Liz Stroh-Coughlin & Deni Manning; Volunteer Data Entry, Elizabeth Peyton & Susan Mark-Raymond.

Each Chairman had many volunteers who gave their time willingly & effectively, and whose contribution to the overall success was very much appreciated.

Steering Committee: Lee McCaffree, Sally Petru & Danny Swanson

November 5, 2017

2017 ASBA Conference Budget Report

Speakers Night: Budget \$9000.

The Speaker was covered by a \$500 donation. Buffet donations from NCalsBA of \$4000, plus Member donations, came to \$7000. We provided a “light supper” to members who were charged \$10 to encourage commitment to attend, while their guests were charged \$40. There were 178 members and 8 paid guests in attendance, although many more came for the lecture. The cost of the meal was \$8430. ASBA collected \$2100 from registrants, which reduced our cost to \$6330. The event was extremely well received, and brought John Muir Laws into the conference for Techniques Showcase and the Education Forum. **+\$670 #**

Tote Bags: Budget \$2500.

We budgeted \$2000 for the tote bags and \$500 for contents. ASBA set aside \$5 per bag (for 299 bags = \$1495 **back** to NCalsBA), while **our** chapter pledged \$1000 towards the bags. The cost of the bags was \$1971. Contents were either in kind donations or underwritten. There were some unexpected costs associated with packaging the contents from Clear Bags (\$81.). Cash donations for totes from members came to \$1150. In kind donations cost the chapter nothing (= \$4585.18 or \$15.28 per bag!). *Extras bags being sold by Catherine Watters @ \$10. for NCalsBA*

- Actual expenses: \$2131 (bag + contents)
- Income: \$1495 (ASBA) + \$1000 (NCalsBA) + Donations (\$1150) = \$3645
- Leftover funds available for other use. **+\$1594**

Filoli Welcome Reception Wine: Budget \$1800

It was decided to offer one wine ticket per attendee at the cost of \$6 per glass, with a projected attendance of 267. Fewer attendees used their tickets. The total cost to us was \$972. Cash donations were \$800. Difference from actual expenses is **(-\$172).**

Awards Banquet Wine: Budget \$2475

We budgeted for 270 tickets (one per person @ \$11) for a cost of \$2475. Based on higher attendance, 274 tickets were used, and the cost was \$3,011. Cash donations were \$2700, leaving a deficit of **(-\$311)**

Angel Fund: Budget \$2000

Ten individuals would be offered scholarships to cover half of their Conference Registration, or \$200 per person. We collected donations of \$1600. Though 9 requested support, ultimately 5 took advantage of the offered funds. One of the five was covered despite not attending, as she was a fire evacuee. The cost of the five scholarships was \$1000. **+\$600**

Small Works: Budget \$300

Small works did not submit any receipts, and no funds were donated specifically for this. Pro panels were donated for the Exhibit. We would like to give a gift of \$100 in the form of a gift certificate to the lender of the panels. **(-\$100)**

Filoli Donation: Budget \$2000

We decided to donate \$2000 to Filoli for their generosity in supporting the conference; however, just prior to conference, Filoli's new administration changed their agreement, so that printing all Conference documents would no longer be covered, at an cost of \$1011. We suggest that \$1000 be removed from this donation, in order to pay for the printing, which ASBA incurred, as an unbudgeted item. **+\$1000**

Contingency Fund: Budget \$2000

No donations were specifically earmarked for this. Funds to be used in case of emergency were designated, but are not anticipated to be needed, due to the generosity of our members.

Unspecified Donations:

Many donations were given in general to the conference, amounting to **+\$1545**.

Figures at the end of each description indicate deficits or assets:

$$\begin{aligned} & + \$670 + \$1514 + \$600 + \$1000 + \$1545 = \$5329 \\ & \underline{-\$172 + -\$311 + -\$100 = (-\$583)} \end{aligned}$$

We have a positive balance of **\$4746**

Recommendations: We recommend that the Board consider Gifts:

- To the Pro Panel donor of a \$100 Gift Certificate;
- To Filoli in the amount of \$1000, with our Thanks for Co-Hosting;
- To ASBA in the amount of \$1000 to cover the unbudgeted printing bill.

For the remainder (\$2646), we could consider allowing ASBA to "forget" the \$1495 they would be paying us for the Totes (299 totes @ \$5.).

This would leave NCalsBA with a total of **\$1151**.

The Treasurer's Report must provide the basis for our bottom line, however!

Respectfully submitted by your

Conference Steering Committee: Sally Petru, Lee McCaffree & Danny Swanson

November 12, 2017

NCalsBA Board Members for 2018-2019

President: Kaye Herbranson	kherbranson@comcast.net
Vice President: Allison Walker	adelaidekristi@gmail.com
Secretary: Catherine Dellar	cdellar@gmail.com
Treasurer: Nancy Wheeler Klippert	nancyisus@aol.com
Parliamentarian: Cissy Freeman	freeman@baymoon.com
Activities Chair: Liz Stroh-Coughlin	lizstrohcoughlin@gmail.com
Co-Chairs Member Communications:	
Membership: Beatrice Bergemont Communications: Nina Antze	beatricebergemont@gmail.com antze@pcquilt.com
Web Communications: Deni Manning	denimanning@gmail.com
Member-At-Large: Judy Paris Betsy Chovanes Nancy Elizabeth Saltsman	judithinanda@yahoo.com chovanes1@comcast.net ncsaltsman@gmail.com
Regional Representatives:	
San Francisco/Peninsula Ruth Cox East Bay Walter Denn South Bay Celia Bakke Beatrice Bergemont North Bay Kristin Jakob Bernard Halliwell	ruthcox.sfsu@gmail.com wpcdenn@sbcglobal.net celia.bakke@sjsu.edu beatricebergemont@gmail.com kristinjakob@att.net greyfriarsmarin@gmail.com
Advisors: Catherine Watters Lee McCaffree	catherinewatters@sbcglobal.net Lncmccaffree@comcast.net

Tote bag Contents

Tote bag Committee - Lyn Dahl, Kaye Herbranson & Catherine Watters

The Tote bags were a big hit at the Conference! Everyone enjoyed the assortment of gifts we collected due to the generosity of:

NCALSBA members,

Filoli & UC Berkeley Botanical Garden,

Bay area companies Google, Facebook & Clif Bar

Art supply manufacturers Strathmore, Faber-Castell, General's pencils & Hahnemühle and Golden Colors. (Detailed list below)

The extra Art supplies were set out each day for people to take, everything was gone in a couple of days!

Left-over Totebags were sold by Catherine for \$10 each as a donation to NcalSBA, as of Nov. 9th, 16 have been sold.

Many thanks to Betsy Chovanes and Barbara Sampson for helping us put the Tote bags together.

Tote bag Contents:

- Filoli mugs
- Poppy seed packets
- Art supplies: Drawing pads, graphite & colored pencils, mini paint palettes, etc.
- Little jars of Honey
- Clif bars
- Jelly Bellies
- Google Doodle stickers
- \$5 gift card and 10 % off the entire purchase from **Ron Ansley**, owner of **California Art Supply** in San Mateo. He is the person responsible for putting us in touch with the art supply manufacturers.

ACTIVITIES REPORT - 9/15/2017 - 11/14/2017

NORTH BAY - Kristin Jakob and Bernard Halliwell

Saturday, November 4, 2017

Silverpoint Drawing Workshop

The silverpoint drawing technique was widely used before the introduction of graphite pencils in the 16th century, and it continues to be appreciated today by artists who would like to make delicate, elegant, and usually intimate drawings. A silver wire in a stylus is used on a surface that has been coated to give the surface tooth. The abrasion of the silver on the toothed surface leaves a mark.

13 people gathered in Muir Beach to explore silverpoint. Bernard Halliwell spoke about the tradition of using metal wires and introduced people to some the grounds that are available or can be made. And then people began drawing. In the beginning it is useful to do a value study, for in silverpoint an artist must work with a narrower range of values than with other media. The darkest dark one can achieve is a dark grey. A light touch is important too. Generally, one cannot erase, but some people are successful in using a small piece of sandpaper to make light adjustments. Among the drawings that day were a cyclamen leaf and flower, an acorn, an interesting rock from Stinson Beach, a feather, and a eucalyptus leaf. One person even began copying a child's face in a Rafael drawing.

Saturday, September 23, 2017

Circle Oak Ranch Sketching Day

At the end of September the flowers of spring and early summer have gone and many gardens seem spare. The garden at Circle Oak Ranch in Petaluma, however, remains ever vibrant because it has been planted with attention to the colors and form of plants. The hues, shapes and textures of foliage delight in every direction. 15 botanical artists gathered to sketch in this garden on a sunny day with a clear blue sky and a gentle breeze. People approached their sketches in various ways. Some worked directly in watercolor, others worked in pen and ink or graphite or colored pencil. Some worked on meticulous botanical compositions and others worked freely with watercolor washes. We lunched under the arbor and talked with Sara Malone, the generous owner and the garden's designer, and then returned to our chosen places in the garden, under a hawthorn or in front of an agave or perhaps focused on a single blossom. It was a glorious day for all, and we longed to return.

Ideas/Initial planning for 2018 calendar year

1. Kristin Jakob, Pen & Ink workshop
2. Circle Oak Ranch Sketching Day
3. Workshop
4. Introduction to Egg Tempura
5. Rose Garden Tour and Sketching Day

EAST BAY – Walter Denn and incoming Rep - Nancy Elizabeth Saltsman

No events were held since the membership meeting.

Ideas/Initial Planning for 2018 calendar year

1. Tilden Regional Park, Regional Parks Botanic Garden
2. The Ruth Bancroft Garden

SF/PENINSULA – Ruth Cox and incoming Rep - Dorothy Hunter

No events were held since the membership meeting.

Ideas/initial planning for the 2018 winter/spring include:

1. Another attempt to have our Jasper Ridge hike in early spring
2. A reprise of the SF Conservatory of Flowers: Insider Tour with NCalsBA docents & Group Sketching time
3. Behind the scenes tour of the Academy of Sciences scientific illustration program;
4. Private docent led tour of Strybing Arboretum (with sketching time);
5. Spring, 2018: Public outreach event in partnership with the Conservatory of Flowers
Hands on demonstrations and conversations about the botanical art form.

Other ideas (curious if people are interested):

- Meet in Jan. to see the Legion of Honor show: KLIMT & RODIN: An Artistic Encounter October 14, 2017 – January 28, 2018 & hike Lands End trail (those who are interested).
- March/April: meet in the Queen Wilhelmina Tulip Garden (GG park to sketch tulips & Icelandic poppies when blooming. Lunch optional at the Beach Chalet.
- Walk through Glen Canyon in SF with sketching time.

SOUTH BAY – Celia Bakke and Beatrice Bergemont Activities Report

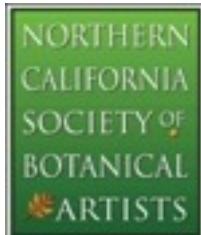
“October 20 & 21, 2017
From Inspiration to Aspiration

Indian miniature/botanical painter, Mahaveer Swami and his son, Anurag, presented a workshop on Mughal floral decorative painting using colorful, natural pigments, handmade paper, gold powder and a miniature squirrel tail brush.

Under the guidance of Mahaveer Swami the attendees transferred a traditional Mughal botanical drawing onto Indian paper and outlined the contours with a diluted mixture of black pigment. The next steps were to apply a light yellow wash and, when dry, a thin wash of gold powder to render the shimmery effect so characteristic of Mughal paintings. The final steps were to apply color on each element of the flowers and then add details to give definition and depth. The workshop provided a new approach to botanical painting for a majority of the attendees.

Ideas/Initial Planning for 2018 calendar year

1. Cissy Freeman to lead a sketching day in the UC Santa Cruz Arboretum.
2. Two-day trip to Apple Hill, Placerville.
3. Tour and sketching day in a succulent nursery / garden.



Membership Report, Year End Board Meeting November 18, 2017

Our final count for membership in 2017 was 227 members.

Membership intake for 2018 started up the second week in November. We currently have 9 renewed members.

I will be handing over the membership chair to Beatrice on December 4th and of course will be available to help her in the transition.

Nina Antze

**'Plants Illustrated – 'Celebrating Trees'
(9th Annual Exhibition)
January 2018**

Co-Chairs are Laura Sawczuk and Catherine Watters

We received **43 entries**, a nice manageable size.

The exhibition dates are **January 9 – 25, 2018**.

Hanging will be on **January 8, starting at 9am**.

The Artists' Reception will be on **January 13, 4-6pm**.

There is \$114 left from last year / NCalsBA will donate \$600.

*** Artists need to limit number of guests due to space constraint.

Take-down will be on **January 26**.