



**Minutes for AFT Board Meeting
November 15, 2016 at 6pm**

In attendance from the AFT Staff & 2016 Board:

Magali Bergolla, Executive Director
Mary Carryer, M.A.L.
Christine Deymier, M.A.L.
Rosann Gonzalez, Treasurer
Dianne Janis, Secretary
Steve Jeton, M.A.L.
Rebecca McSwain, President

Rebecca called the meeting to order at 6:05 pm.

Attendance was taken. A quorum was present.

Minutes

The October minutes had been approved via email by all board members and Magali will post the document to the website.

Financials

The October financials were presented and reviewed. Rosann reminded the Board that without the generous gift from the Estate of Jeanine and Donald Witt, our accounts would not be healthy. It was agreed that monthly workshops are imperative to maintain the financial solvency of the AFT. If the Estate Bequest was removed from our books, our income is down 30% from this time last year.

Interesting and information-rich presentations are an important component of our offerings to members and the public, but Fee-Paid Workshops are paramount for our fiscal health.

To date, the amount raised from the End-of-Year Appeal Letter is \$550. A total of 238 letters were mailed. Of those, 18 were returned and 5 of those were re-mailed. The request has been posted on Facebook and via email to our supporters.

Currently we have 135 paid members.

Executive Director's Administrative, Education, and Membership Report

There are currently 3 classes open.

Parlez 2: 6

Parlez 3: 5

Ecoutez 3: 4

Ecoutez 2: 3 students signed up as of Nov 15

Julie will be the teacher for all of the classes.

November's Workshop attracted 8 students.

December's Workshop has 4 students so far.

Nominating Committee will distribute all information by Friday. Rebecca will send out an email immediately asking if anyone else would like to present themselves as a board candidate. Every member of the current board is willing to continue to serve for another year.

Events

November: Loft Film Festival generated 39 new names to add to the database. It was agreed that this event was a success for AFT and raised visibility and awareness greatly for the organization. The drawing was held for the free annual membership and the winner was Barb Kuelbs.

November 12: Woodworking Lecture attracted 6 attendees. Board discussed implementing an RSVP system and cancelling a presentation (or rescheduling) if an agreed-upon number of attendees is not reached. 6 attendees was an unacceptably low turnout.

November 17: Beaujolais Nouveau event at Cata Vinos has 26 participants registered as of November 15. Board agreed to provide additional snacks to supplement the standard fare offered by Cata Vinos.

December 6: The AFT Annual Meeting is scheduled at 6pm. No larger space is available at the JL facility so the meeting will be held in the AFT classroom. Chairs (no tables) will be provided. Items needed for packet include Bios, Agenda, Last year's minutes for approval, and ballot. We need a minimum of 55 members to vote to achieve a quorum. We have 135 members currently. Members (with active status as of Friday, November 18) CAN vote via email. Last year 24 people attended the meeting.

December 10: Holiday Market will be held with food for sale (including Christine's famous crepes made on site) and a silent auction for gift items. All board members need to drop items off with Magali A.S.A.P. so that she can prepare the bid sheets. The event time will be from 11am - 3pm.

FOOD Volunteers:

Onion Soup - Christine

Crêpes - Christine

Ratatouille - Rosann (needs Mimi's recipe)

Quiche - Magali (3), Rebecca (1), Dianne (1)

Anyone to bake sweet pie?

Possible silent auction item: A Wine Tasting at Cata Vinos? Who will ask for this?

Combining the monthly movie with the potluck was discussed but no action was decided on this change.

POSSIBLE event in January or February:

Christine and Pierre will do a presentation on their recent vacation in France with a focus on food. Details to be determined.

Starting in January we need to form a committee to work on the AFT table for the Festival of Books. Any member can volunteer at the AFT table. Suggested shift time is 2-3 hours. Committee needs to determine the giveaways/prizes for the event.

Marketing and Community Outreach

It was agreed to start advertising on KUAT (89.1, the NPR station) in December and January. Rosann is coordinating this with the radio station salesperson. Because our advertising will be audible in January, it was agreed to keep the class schedule as it is now - 4 week sessions. Possibly changing the class schedule to 8 weeks per session was discussed but tabled due to the upcoming radio campaign. It was agreed that if a person hearing the ad in January wanted to sign up that their interest would greatly diminish if they could not start a class until March.

Magali is working to update the website with current information and news and removing old events.

A TV interview on KGUN's (Channel 9) "Morning Blend" show has been arranged for December 8 with Magali and Steve to be the interviewees. Possible questions were suggested to be submitted to the interviewer so that Magali and Steve would be able to prepare their remarks. Rebecca offered to circulate the list that resulted from board discussion to encourage additional input from all.

It was agreed that all board members should have a key to the office. Raymond will make the keys for distribution.

Adjournment

Rosann moved to adjourn the meeting with Rebecca seconding the motion. Rebecca adjourned the meeting at 7:15 pm.

An Executive Session was held from 7:15 - 8:00 pm.

Minutes prepared and submitted by Dianne Janis, AFT Secretary.