**APPROVED MINUTES**

**Advisory Council Meeting**

**Sonoma State University**

**1801 E. Cotati Avenue**

**Rohnert Park, CA**

**September 29, 2018, 10:00 am**

In attendance: Merrie Hewitt (AdCon Chair, Area 1), CNCH 2019, Area 4), Suzanne Woodhead (AdCon Treasurer, CNCH 2019, Area 4), Joan Near (CNCH 2019, Advisor Area 1), Erin Maclean (Admin, CNCH 2019), Melissa Plummer (Web Manager), Kathleen McPherson (Area 2 alternate Advisor), Jennifer de Jung (AdCon Secretary), Kay Thorne (Area 2 Advisor), Reba Siero (Area 3 Advisor), Nancy Alegria (Area 3 Advisor), Carol Marsh (Area 2 Advisor), Judy Fisher (CNCHnet Editor), Bill Jackson (Area 5)

1. Call to Order Merrie Hewitt

The meeting was called to order at 10:04 by Merrie.

3. Approval of Minutes, August 11, 2018 Jennifer de Jung

Suzanne motioned for approval as corrected; Kay Thorne seconded the motion and the motion passed.

4. Treasurer’s Report Suzanne Woodhead

See reports provided by the Treasurer and Administrative Assistant. Details included: Administration fee is $25 for Erin for attending the Liaison luncheon. The Grant fund item of $500 is for Convergence 2018 and is in this year’s budget. Grants will be available at $350/person for 5 grants for the CNCH 2019 Conference. The Sheep to Shawl $200 judging fee for Convergence 2018 was paid to Suzy Liles from the CNCH FY 18/19 budget. On-line meeting (Zoom) expense is included with office supplies.

Note that the balance is decreasing and we need to start building the balance again following the non-Conference year.

4. Old Business

a) CNCH 2019 S. Woodhead, J. Near, J. de Jung

Joan reports on the change in Judith Mackenzie’s class name change. Details on housing, costs and registration are shared.

b) CNCH 2020 Barbie Paulsen, Jodi Paley

Barbie and Jodi referenced August meeting discussion. Fashion show to be at the open gallery space in the Peninsula Museum of Art. Making interdisciplinary connections is part of the committee’s core interests. The committee is on the verge of an agreement with the Hyatt Burlingame. They discussed getting a bus/trolley to convey participants back and forth between the museum and hotel. They reported that the hotel has a warm/cozy feeling and has been recently redecorated. Amy has a contact who will review the contract and who has done conferences at same hotel. The conference is scheduled to take place during the weekend of Palm Sunday in April. This hotel bases room use on catering and rooms. The contract will be for 125 double rooms and 80% occupancy of rooms is ok if catering commitment is met. As always, the issue of hotel housing and local attendees comes up. The committee requests seed money for $20,000. Suzanne moved to advance to CNCH 2020 the requested $20,000; Reba seconded the motion and the motion passed unanimously. Gail Wilson is the conference treasurer.

 c) Area 5 Update Suzanne Woodhead

Following the loss of Pat Funke, the Redwood Guild (area 5) is taking over the grant fundraiser for 2019.

Merrie wants to contact a number of individuals to participate in AdCon as advisors. Judi and Bill from Redwood are looking as well.

 d) Web Manager Update Merrie Hewitt

Melissa Plummer was introduced as our next Web Manager. She will be trained by Betsy Gribble later in October. Her contact information will be sent to the AdCon members but will not be included the minutes. We welcome Melissa.

 e) Other

5. New Business

 a) Date for January Meeting

January 12, 2019 is the next scheduled CNCH 2020 meeting. January 26, 2019 is the next scheduled AdCon meeting and it will be conducted via Zoom @ 10:00.

 d) Other

6. Meeting adjourned

Following a motion from Suzanne with a second from Amy, the meeting was adjourned at 10:54 and was followed by the CNCH 2019 Presentation

Approved minutes submitted January 26, 2019

By: Jennifer de Jung

Secretary CNCH Advisory Council