

Costumer's Guild West, Inc. General Meeting

Sunday, August 3, 2008, 5:00 p.m.

Airtel Plaza Hotel, 7277 Valjean Avenue, Van Nuys, CA 91406

Present:

| | | | |
|----------------------|-----------------|------------------|-----------------------|
| President: | G. Ann Mitschek | Dir's at Large: | Mary Jane Jewell |
| Vice President: | Colleen Crosby | | Joyce Saunders |
| Treasurer: | Natalie Meyer | | Regina Lawson Voorhes |
| Corresponding Sec'y: | Margery Rich | | Diane Yoshitomi |
| Recording Sec'y: | Kathy Lear | Parliamentarian: | Cheryl Avirom |

The required quorum of members was met and exceeded.

Chocolate was present in the form of: Hershey's minis and sugar-free versions.

President G. Ann Mitschek called the meeting to order at 5:45 p.m.

Approval of minutes: the General Meeting of August 5, 2007, Board meetings of August 26, 2007, October 14, 2007, November 18, 2007, January 27, 2008 and March 1, 2008 (all previously published in *Squeals*)

RESOLVED: That we approve all minutes as published.

Moved to accept by Corinne Pleger, seconded. Vote: Ayes: majority, Nays: 0, Abstentions: 4. Motion carried.

Costume College® 2008 Dean's Report

Dean: Martha Davis

1. Martha Davis thanked everyone who attended and helped, and expressed the hope everyone got out of it what they wanted.
2. She announced that the Costume College Dean for 2009 will be Maegen Hensley, and stated that 2008's College wouldn't have gone as smoothly without her.
3. The date for "Costume College Post-Mortem" will be in 5-6 weeks (Martha needs to check her calendar). It will be confirmed in *Squeals* and on the website when the date has been decided.

Asst. Dean: Maegen Hensley

Maegen expressed her anticipation of a wonderful College next year.

Raffle/Bargain Basement: Pat Kopp

Pat reported that the Early Bird Special, the Raffle at the Gala and the "Bargain Basement" sale on Sunday brought in \$1,346.40 for future scholarships.

Departmental Reports:

President: G. Ann Mitschek

1. General announcements:
 - a. The CGW, Inc. is legally a 501 (c) (3) non-profit corporation.
 - b. "Costume College®" is legally registered as a Servicemark to the CGW, Inc.
 - c. The CGW has filed two tax returns for our past two fiscal years (more under Treasurer's report).

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- d. The CGW logo previously published in *Squeals* is now going through the Government registration process.
2. Costume college:
 - a. The waiting list was not as effective as we had hoped, partly because we had issues with our web service. That obstacle no longer exists.
 - b. We have instituted a lottery system for Costume College 2009. If you have ideas or concerns, please e-mail or call a Board member so the issues may be taken into consideration.
3. Two fundraisers were proposed over the past year. After much discussion the Board accepted one and declined the other.
4. The CGW is again sponsoring several costume categories at the LA County Fair. We reviewed and revised some of the rules and added a new category – “Theatrical”. Judging for our category entries will be this coming Saturday (8/9/08).
5. Many CGW members attended CostumeCon 26. Diane Yoshitomi had recommended that the CGW offer awards from the Guild – an “Over the Rainbow” award, for “costuming skills over and above the earthbound,” and “costuming skills above and beyond the mere pages of history.”
 - a. Amy Calcote, Kimberly Mumford, Debbie Callahan, Deedee Mulliner and Kristen Stonham were our member judges for those awards. Thank you again to each of them for helping out.
6. Because of the term limits that were voted in last year, we need to develop new people to take over the jobs, so if there is interest, please come forward. There is a learning curve, and the current Board would like it to be as shallow as possible to ensure a smooth handoff to any new Board member.

Vice President: Colleen Crosby

1. We’ve had a fun year – many teas, several museum visits. All were published in *Squeals*, and on the website.
2. Due to lack of interest last year, we will not be having a Halloween party this year, but will be having a Holiday party. Watch *Squeals* for the date and location.
3. Many other meet-ups are being planned
4. If you have ideas, please contact her. It’s fun to plan, organize and run an event.
Comment - Lana Bailey: This topic has been discussed: encouraging “CGW goes to (fill in the blank) event.” If you have an event that you regularly attend, if you’re willing to “host” the meet-up, the CGW will list it as an “official” event. Volunteer to be a “point” person.
5. There is now a CGW Yahoo site/chat group. CGWCostumers@yahoo.com - published in *Squeals*. There will be a click-by-click write-up in the next *Squeals* of how to join.

Treasurer: Natalie Meyer

1. The CGW filed its 2nd corporate tax return at the end of June. It is in good standing with the IRS, It has insurance. As of June 30 (fiscal year end), the CGW has a \$30,000 Certificate of Deposit, which will be renewable in October, and the bank account balance is approximately \$45,000. Income was \$28,700. HOWEVER, please note that the income from Costume College is in the prior year (2007), but the expenses are in the next year (2008). This makes for some confusion. Costume College 2008 expenses have not yet been paid.
2. Deadline is September 30, 2008, for reimbursement of receipts for Costume College 2008 expenditures by committee members and others. If you incurred expenses for Costume

College, please get the receipts to her at least by then. Otherwise your expenditures will be considered donations to the CGW.

3. She did not print copies of the financial statement because last year it was a waste of money (printing costs). If you want a copy of the statement, please e-mail her.
4. Donations: Karen Lavoie donated \$500 to cover the costs of our guest speaker. (Fran Wasielewski found the guest speaker for us.) The Rose Petals Tea brought in \$545.
5. The husband of one of our long-term members died suddenly the day before College. As a result, their entire group didn't attend College. They donated their Gala and Tea tickets for resale to create a full scholarship (hotel, Costume College, Gala and Tea tickets) in his name, for next year. This is the same group of people who sponsored the Rose Petals Tea.

Recording Secretary: Kathy Lear

1. We are up to date on our reporting of Board meeting minutes. They have been published in *Squeals*.
2. If you as members have items you would like to have discussed, please put them to a Board member, the Board will discuss it and you will see the results in the minutes.

Corresponding Secretary: Margery Rich

1. Member Lani Tucker had questions regarding items she had previously sent to Margery for publication but not seen listed in *Squeals*: Margery's response - the first time you wrote it in hot pink ink and the Ghodfuzzy (our mascot) ate it. The second time, Margery could not verify the website links to the festivals mentioned, but several of the items did make it into the Calendar section.
2. We have changed the date of *Squeals* publication. It used to be late in the month that you received the issue for that month. Now it's for the "next" month. (i.e. - the "August issue" used to come out near the end of the month of August. Now the "September issue" will be sent out near the end of the month of August.) It's just a matter of what it's named.
3. Deadline for copy to be included in *Squeals* is the first of each month. Contact Margery first to request an exception.

NB - Cheryl Aviom: Can we send a sympathy card to the family who lost the gentleman? Yes. Annie will see that it gets sent.

Directors at Large

Mary Jane Jewell

1. Wants to remind everyone that our attorneys work for us pro bono. This is many thousands of dollars worth of FREE work from Nixon Peabody. They have been wonderfully generous.
2. The duty of a Director at Large, in addition to assisting the regular Board at necessary tasks as requested, and attending Board meetings, is to be a conduit from the membership to the Board. Please contact her, and any of the Board members with concerns and questions.

Joyce Saunders

She had an incredibly busy year professionally, and was not able to serve as she'd wanted to but was thankful for the Board's understanding and support. She expressed her deep gratitude to all the Board and the members of the CGW for the years she has been elected to serve. She stated that it has been a privilege to know and work with such excellent people and costumers.

Regina Lawson Voorhes

She wasn't contacted by anyone this year – please contact her! During this weekend, she did talk to someone who, when asked why she wasn't teaching, replied “I wasn't asked” Please don't wait to be asked! Volunteer!

Diane Yoshitomi

1. Again, members elected the Directors at Large to be liaisons between membership and Board; please contact us.
 2. She has had two members contact her for things to be passed along to the Board. One was a pretty important issue, which was discussed, and reported in *Squeals*.
- Q:** Lana Bailey - As the Board discusses an issue, the Board decides what to do: is there any way to re-visit those issues if a member disagrees?
- A:** Annie Mitschek- Yes, depending on the issues. The Board is elected to decide these issues. If you dislike the decisions, and can give us a different slant, we will definitely reconsider things.
- A:** Kathy Lear - One member told me she never even opens her copy of *Squeals*. You can't expect to receive information unless you read *Squeals*. Read *Squeals*!
- A:** Annie Mitschek - Also, members can contact any person on the Board. In addition to putting up issues, you may get a lot of back information on why various decisions were made.
- A:** Natalie Meyer - Someone asked how you find when your membership is up for renewal. Your renewal date is on your address label (MM/YY).
- Q:** Lana Bailey - I wanted to clarify. The Board is asking for feedback, and can reconsider any issue.
- A:** Colleen Crosby - Members should know (4-5 people have asked) that the Board does pass along any concerns that members have expressed. Concerns are NOT dropped merely because the Board has made a decision: the Board DOES revisit things all the time, via e-mail. And members' names are not published. The Board may include names in e-mail, but we try not to publish them in *Squeals*.

Old Business and Committee Reports:

Ops / Facilities – Malcolm Scott, our Chief Ook, (currently breaking down and caring for our equipment – report submitted via President)

Hotels are not replacing slide projectors and overhead projectors due to technology changes (more customers want digital projectors). The CGW will need to purchase these items to accommodate Costume College teachers. They can be rented, but they are becoming less available, and rental prices may exceed purchase price.

Q: Dave Wilson: Is it possible for the Chief Ook to give us a shopping list?

A: Per report - We need two slide projectors and two overhead projectors, and one digital projector. Other events may influence this list

A: Kathy Lear - Since we are a 501 (c) (3) non-profit corporation, we can solicit donations from individual people and corporate sponsors.

A: Sandy Manning - Get extra light bulbs for all units, because if they quit making that model, bulbs might not be available either.

A: Joyce Saunders - if a wish list is published in *Squeals*, members may have used units to donate.

A: Beth Klimer (not a CGW member) - County and other Government offices often sell used equipment – check there also.

Membership Development: Cheryl Looney Whitney couldn't attend to give a report (she had an accident just prior to College), and no report was submitted.

Website: Kathy Lear

Both the Costume College and CGW web sites are new, with expanded information and a completely new look. Please visit them. Members' Comments are solicited.

Q: Sandy Jacobs-Tolle - Can we apply for membership to the CGW on the web?

A: The form is on the web, but no money will be accepted. You have to print it out and mail it in.

Q: Bobbi Calvin - What is the website? I have bad eyesight and can't easily read Squeals.

A: The websites - for the CGW www.cgwcostumers.org and for Costume College www.costumecollege.org. (We will try to ensure that bigger size type is used when printing the websites in future.)

Publications: Colleen Crosby

The publications committee deals with *Squeals*, the web sites and Costume College publications. It mostly focused on the web sites this year. There will probably be a publications committee meeting within the next two months, focusing on Costume College flyers, and CGW brochures and bookmarks. We take the brochures and bookmarks to other events, such as LosCon, to advertise the Guild.

Q: Lana Bailey - What kind of help do you need?

A: Fresh blood, editing for Eric, write articles for *Squeals*... Colleen will try to match up your skills with what is needed.

Membership Directory: Diane Yoshitomi

We had a box at the information table all weekend, for submissions to the Directory. This brings the total of expanded submissions from roughly 10% to 16%. We have a member list provided by the treasurer. Because you may not want to share personal information, we will only include/print your name and city of residence. If you want more information included, you must send it to Diane. We will publish whatever extra information you like – interest area, phone, e-mail, etc. You have until September 30th to submit the extra information. This helps us all get in touch with people near us or who might share our interests. The guide will be published in the month of October. As of now, 84% of the membership will have only name, city and state listed. There will be one more announcement in the September *Squeals*, then we will publish.

Scholarship Fund: Pat Kopp

As stated earlier regarding Raffles - There was \$1,346.40 total income this year. She has been running this aspect of College for 12 years now. Many thanks to Pat for handling this important Department.

Natalie Meyer - As part of our non-profit status, we now have to file with the State Attorney General to be able to hold raffles. We have to report how much we made and what we're going to do with it.

Annie Mitschek - Will recommend that the Board take some of the scholarship money and create a Full scholarship in memory of Robin Pavlosky, who was an integral part of College for many years as Dean, Programming Chair and much, much more. She passed away untimely prior to the 2000 College.

Q: Elizabeth McCash - Are past winners ineligible?

A: The Board will need to discuss this!

Diane Yoshitomi - points out that you have nothing to lose but a postage stamp and a couple of photocopies.

Costume College 2009: Maegen Hensley

1. Next year's bonus-track theme for Costume College will be "The 18th Century."
2. She has picked an assistant dean: Colleen Crosby.
3. She recommends that people volunteer – assistants are always needed.
4. If you're interested in teaching, give the form to Jennifer Mulvey, who is the new Programming Chair.

Post-Mortem: Is being planned for the middle of September. Please come and talk about this year's College.

Natalie - this year will be a good year to "get your feet wet" on the Committee – it's an exceptional group of women

Membership application / Registration lottery (how it will work): Annie

1. If our membership numbers don't change drastically, there should be a place for everyone in the CGW who wants to attend College in 2009. There are a few people whose volunteerism qualifies them for more than one space. These "additional spaces" will be returned to the "pool". The Board will make every effort to accommodate everyone who wants to attend.

Q: Peggy Oberg - Do you have an idea of current number of CGW memberships?

A: Natalie Meyer - 295 was the number the last *Squeals* was sent to.

NB: This total does not include the individuals who are Household Members, since only one *Squeals* is mailed to a given address.

Q: Peggy Oberg - What is maximum Costume College attendance?

A: 375 were allowed for this year. Annie Mitschek - I will be asking the Board to raise the membership numbers to allow for 400

Q: Dave Wilson - What about membership for teachers?

A: Spaces are always held for teachers.

Q: Dave Wilson - what about multiple members?

A: No.

Q: What about a spouse?

A: The Board will be discussing this aspect.

A: Cheryl Avirom - get it in by the deadline and you will have a fair chance.

A: Kathy Lear - It will all be on the web site, so there's plenty of time to study the way it works. The application form will be mailed to members in *Squeals* in September, and the form will be on the web for the second-tier of applications.

A: Natalie Meyer - The postmark will be the guideline, so that everyone has time to get it in.

A: Diane Yoshitomi - With the lag time between cutoff of receipts and the drawing, if your application is postmarked correctly, by the last valid date (November 17), you'll get in the drawing

Q: Dave Wilson - So you won't be getting 1000 applications for 300 spots?

NB: Some anxiety seems to be alleviated by this information.

A: Annie Mitschek - any CGW member who doesn't get drawn the first time will automatically go into the second drawing.

Q: Kristi Fojtik - Is there a specific number of memberships reserved for the first tier?

A: Annie Mitschek - Yes. The Board will be sorting out the exact numbers and will report them to the membership via *Squeals*.

A: Sandy Manning - Thanks for taking conscious thought for those who are in distant places and can't always meet deadlines, but CAN meet postmarks.

Q: Heidi Pritchett - From where do people come?

A: Alaska, Florida, England, Tahiti

Q: Bobbi Calvin - Is anyone else from Washington state?

NB: It is recommended that this discussion be held "offline".

Q: Ingrid Johnson - What about people who send in multiples?

A: Multiple membership applications in the same envelope will go to the "end of the line."

Q: What about those who don't trust the Post Office?

A: Trust it. Though nothing is fool-proof, it is still the most reliable method available for this purpose.

Q: Emily Taggert - Is priority mail OK?

A: Yes because it doesn't have to be signed for

A: Sandy Manning – Post Office offers "delivery confirmation number" for \$0.75 more. They will confirm delivery and you can track the item.

A: Barbara Troeler - For that you have to do priority mail – padded envelopes.

A: Annie - Please - no boxes or padded envelopes – our mail box is not large enough for them.

Annie - Sister Organizations are in the second tier. The Board discussed this at great length and this was the outcome. The member discount will apply to Sister Organizations, but they will be in the second lottery.

Costume College Committee Requirements: Committee Heads must be members of the CGW, and they must have been on a committee (not necessarily the same department) before taking a leadership position (chair), OR have equivalent experience with another organization. We want to make sure the College is run by CGW members.

Q: Nancy Ohlson - Are there any concerns about having a committee head outside California?

A: Some positions might be more difficult to manage, but there is no prejudice based on location as long as the person is a CGW member.

Old Business

1. Site search for a hotel for an expanded Costume College 2010: Costume College will once more be at the Airtel in 2009. The Board has discovered that such a search is a huge project (more involved than we'd initially thought), and have dissolved our "in house" search team. Many thanks to the volunteers that worked on it. We are, instead, requesting the Bobby Armbruster Conference Management group to conduct the search for a new site. They have been working with us since the beginning of College and have negotiated our previous contracts. They are doing the search for free! The search will probably be handled by Sandy Rymer Maxwell. She *is one of us* and therefore fully understands our requirements.

2. We are hoping to expand for 2010, but that might depend on the economy.

Q: Pat Kopp - Will we be expanding the number of days?

A: No - we will increase the number of students, teachers, classes. But we will hold no more 5-day events unless we get a lot more volunteers to help put the event on.

Q: Pat Kopp - Do we yet have any idea of general location of the new site?

A: According to the surveys we received last year, anywhere in general LA area would be acceptable to members. Facilities would like for the venue to remain in the San Fernando Valley, as our storage facilities are here.

New Business:

Annie called for new business:

1. LosCon, AnimeLA and others would like costuming volunteers

Q: Rebecca Metzger - Where are these other events?

A: LosCon and Anime are both at the LAX Marriott.

Q: Patrice Demorey - On Gala night, classes end at 5:00p.m. Could we have more time to get ready for the Gala?

A: Maegen Hensley - We don't do that because not everyone attends the Gala. About half of the membership do not attend the Gala, and we don't want to exclude them, nor reduce the class offerings, thus penalizing those who do not attend the Gala.

Q: Bobbi Calvin - is the chocolate on the table only for the Board?

A: NO! (Much of it is distributed to the members for their consumption.)

Election of officers:

Are there any last minute nominations from the floor?

Q: Karen Lavoie - Are any positions open?

A: Actually all positions are open for candidates but, specifically, we have four Director at Large positions available and only 3 candidates running at present.

Fran Wasielewski nominates herself.

Q: Elizabeth McCash - please describe the position so people will know what they do.

A: Annie Mitschek - The job of the Director-at-Large is to be a conduit from the membership to the Board, which necessitates attending Board meetings. Occasionally they are given other tasks as well—such as heading up committees, etc.

Lana Bailey - Nominated Elizabeth McCash, who accepted the nomination.

The current declared nominees for President: G. Ann Mitschek, VP: Colleen Crosby, Treasurer: Natalie Meyer, Recording Secretary: Kathy Lear, Corresponding Secretary: Margery Rich

Q: Sandy Manning: Can we vote by acclamation for the uncontested positions?

A: Yes, we can.

Sandy Manning: Move to accept the slate of proposed uncontested officers as presented above, seconded;

Vote: Ayes: majority, Nays: 0, Abstentions: 0. The slate of officers stated above is elected.

Nominations for Director at Large:

Regina Lawson Voorhes, incumbent, previously declared

Mary Jane Jewell, incumbent, previously declared

Diane Yoshitomi, incumbent, previously declared

Fran Wasielewski, new candidate, "This is my sixth Costume College, and I've also have taught for a long time. I like to listen, my specialty is synthesizing information, and I can and will take concerns to the Board for the members. I will always be there for you, the members."

Elizabeth McCash, new candidate, "I like order and information, and knowing things. I probably have the same questions as you. If you have someone to go to who will a carry your messages. I am easy to contact."

Annie Mitschek: If you are voting a proxy there is a place on the proxy form that the person that assigned you the proxy may have allowed you to nominate or vote for other candidates as you see fit per their instructions. This is where that item will apply for either of the 2 new candidates. You must have a "yes" indicated in that box to vote it.

The 4 candidates receiving the greatest number of votes shall be considered to have won the positions. Votes, via show of hands and proxies, were tallied by Cheryl Avirom and Lera Rae Ohlson. The four

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persons elected to the Board as Directors-at-Large are: Mary Jane Jewell, Regina Lawson Voorhes, Fran Wasielewski and Diane Yoshitomi.

President G. Ann Mitschek appointed the following positions:

Parliamentarian - Cheryl Avirom, accepted.

Facilities Head - Malcolm Scott (if he agrees – unable to answer, currently breaking down College equipment and returning to storage)

Membership Development - Elizabeth McCash, accepted.

Announcements:

Currently in the lost and found (will also be announced in Squeals and on the website):

checkbook (we know who they are; we will phone them) Natalie did so. It will be mailed.

Caylen left something

3 blue ostrich feathers (are reported lost)

a pendant (class project?)

antique carriage parasol – (owner claimed at meeting)

drawing class – have notes

wig head

Magnetic clips from Nixon Peabody are still available: get them at the head table after the meeting.

A cardboard pirate from the Hospitality Suite needs a new home. (item claimed)

Adjournment: President G. Ann Mitschek adjourned the meeting at 8:18 p.m.

Respectfully submitted: Kathy Lear, Recording Secretary, with amendments by G. Ann Mitschek,
President