

Demonstrations: Peggy Doney announced the Pioneer Museum Demonstration date as 10 am – 4 pm Saturday Dec. 4, and asked for volunteers to demonstrate. She asked that you give your hours of availability and what you would like to do. Hospitality: Pam Jones said there's lots of food today! Sign up for next month! Library: Debra Scott said we are missing a book from the library: *Pattern Techniques for Hand Weavers* by Doramay Keasbey. Please check your libraries to see if you may have it. Major Workshop: Susan Bowman reported for Sandy and Sally. Deposit checks for the Michael Rohde workshop (April, 2011) can be give to her at the meeting. The remaining openings for the workshop are being opened to other Guilds. Newsletter, Publicity: Nothing to report. Samples: Robin Wilton said that the sample schedule for Weaving is filled for this year, but there are spaces for spinning and dyeing. Please sign up with Robin. She said that the Sample Books are available in the Library and one of them can be checked out. Website: Nothing to report. Yearbook: Cozy has them ready! Old Business: None. New Business: Debra Scott said the Northern Lights will meet at Table Rock Llamas from 11 am – 1 pm on the second Thursday of each month. There is also a spinning group in the afternoon, so bring your lunch and make it a day! She and Jane Rock have issued a Book Bag Challenge to the Membership. The bag must be 50% handwoven or handspun. Judging will be by an outside judge in May. Announcements were made and Show and Tell were done, with a good number of participants. The Meeting was adjourned by Beverly Weaver at 10:30 am.

October Special Board Meeting Minutes by Susan Bowman

President Beverly Weaver called the board meeting to order at 5:40 pm. Current and previous year's board members present were: Beverly Weaver, Jane Rock, Linda Shaffer, Susan Bowman, Ellen Alderson, Sarah Richards, Sandra Hutton, Debra Scott, Cozy Swickard, Heidi Bates, Doreen McLaughlin, Weldon Walker, Dottie Weir and Peggy Doney. Susan Bowman volunteered to take minutes in the absence of the recording secretary.

Beverly reported that the regulations for non-profit corporations in the State of Colorado recommend that a training session be done once a year regarding the obligations of the members of the Board of Directors and that this meeting would be used to provide that education and that similar information will be given to new members of the Board when they take office each year. Additionally, because some PPWG members have raised questions about what happened pertaining to a PPWG-sponsored sale, that this topic would also be discussed.

Jane Rock, who has taken undergraduate and doctoral level courses and seminars in ethics and has taught classes and seminars in ethics, had been asked to prepare training for this meeting. The training was in the form of a Powerpoint presentation titled **PPWG: Non-profit Best Practices and Principles**, drawn from both the Colorado Nonprofit Association and the National Nonprofit Associations' recommendations and guidelines. The presentation will be placed on the PPWG website.

Subjects covered included topics such as duties, legal responsibilities and liability, ethical responsibilities, recusal, and conflict of interest of board members. Discussion and questions occurred during the presentation citing the sale, use of guild resources, and other examples of how ethical questions and conflicts of interest arise.

Future actions include 1) completing job descriptions and reviewing them to make sure they reflect guild mission, bylaws and standing rules, 2) drafting a document retention policy, 3) ensuring that any guild project such as a sale be treated like any other guild engagement covered by contract from the outset with clear enumeration of duties and responsibilities, 4) adding to the next Board agenda discussion of Nominating Committee responsibilities.

Jane also recommended that PPWG adopt a Conflict of Interest Policy and Code of Ethics Policy and has drafted these documents for future consideration by the board. These documents were not covered in the meeting. The meeting concluded at 7:15 pm.