

**2010 GUIDELINES  
(Policy & Procedures)**  
**CALIFORNIA WATERCOLOR ASSOCIATION**  
Post office Box 4631, Walnut Creek, CA 94596  
Web Site: [www.californiawatercolor.org](http://www.californiawatercolor.org)  
Email: [info@californiawatercolor.org](mailto:info@californiawatercolor.org)

### **PURPOSE & PHILOSOPHY**

The California Watercolor Association (CWA) was founded in 1967 and incorporated in 1975 as a non-profit charitable 501(c)(3) corporation engaged in the promotion of water media painting. The California Watercolor Association is the largest regional water media organization in California.

CWA exists to create, foster, and sustain interest in the art of water media painting; to sponsor educational programs, displays and exhibitions; to increase the skills of its members; and to further the understanding and appreciation of water media art on the part of its members and the general public.

### **DATES OF MEETINGS**

General meetings are held on the third Wednesday of each month (except for June and December) for members and guests at 7:30 p.m. at the Shadelands Arts Center, 111 N. Wiget Lane (at Ygnacio Valley Road), Walnut Creek, California.

### **GALLERY AFFILIATIONS**

**Gallery Concord**  
1765 Galindo  
Concord, CA 94520  
925-691-6140  
Hours: Thursday through Sunday 11 am to 4:00 pm

### **2010 BOARD OF DIRECTORS**

*president* – **Samantha McNally** 415-828-4991  
*co-vice president(s)* – **Christine Dougherty** 510-530-7522 & **Desmond Elder** 925.254-5447  
*director california exhibits* – **Lynda Moore** 415-454-4027 **FROgard Butler** 925-934-5957  
*director of programs* – **Pamela Miller** 925-288-9900  
*secretary* – **Leslie Wilson** 925-935-7529  
*budget director* – **Marilyn Miller** 925-631-6673  
*director of communications* – **Maggie Metcalf** 925-837-8698  
*director of workshops* – **Karen Powers** 510-339-6211; asst. - June Hunt, Anne Jacobson  
*director of outreach* – **Nan Lovington** 925-930-6503; asst. - Michal Weinstein  
*director of membership* – **Sue Johnston** 510-531-5471

### **STAFF**

*membership/data manager* – **Anne Jacobson**  
(staff to Membership Director)  
*newsletter editor* – **Lin Teichman**  
(staff to Director of Communications)  
*bookkeeper* – **Kathy Vigil**  
(staff to Budget Director)  
*audio/visual set up* – **Thomas McFadden**

### **CWA VOLUNTEER REWARDS (Service Hours Earned)**

ONE POINT for each volunteer hour you work - even if you have your signature membership.

- **100 hours:** \$75 credit toward cost of CWA workshop registration, limited to one per year per member. Only two members can receive this credit in any given workshop. First come, first served.
- **60 hours:** One free National Exhibit Awards Luncheon (if scheduled); or, along with two (2) acceptances in a CWA National Exhibition, apply for Signature Membership; or upon presentation of signed service hours, one year's free membership.
- **30 hours:** One free CWA apron.

It is the member's responsibility to keep a record of volunteer service hours by having a "Service Hours" slip available at the time of volunteering and have it signed by the chairman of the event being worked. The forms are

available at: [www.californiawatercolor.org/forms/CWAServiceHours.pdf](http://www.californiawatercolor.org/forms/CWAServiceHours.pdf).  
Signed originals (not copies) must be submitted by the CWA Member at the time the hours are to be redeemed.

**Service hours are earned by** assisting with shows, being a regional representative, bringing refreshments to the General Meetings and any other service deemed acceptable by the Board. Each time a service is performed, a "Service Hours Record" should be completed by the volunteer and signed by the person in charge of the activity. This provides a record of service.

**The following positions earn 200 hours after 2 years of service:**

- Board Members

**The following positions earn 60 hours of service per year:**

- Webmaster

**The following positions earn 30 hours of service per year:**

- Hospitality Chairperson
- Video Library Committee Director
- Gallery Concord Director(s)

**The following positions earn 10 hours per show:**

- Show Chairs

## MEMBERSHIP

To join CWA or renew your membership, please visit our website at <http://www.californiawatercolor.org>. You may download a form, join on-line, or write to: CWA, Attn: Membership, P.O. Box 4631, Walnut Creek, CA 94546.

### **Associate Membership (A)**

Anyone with an interest in the arts may be an associate member of the California Watercolor Association.

### **Signature Membership (S) & Master Signature Membership (MS)**

#### **Qualifications for Signature Membership status:**

An applicant for Signature Membership must:

1. Be a member in good standing.
2. Have been accepted into either:
  - a. Three (3) CWA National Exhibitions; or
  - b. Two (2) CWA National Exhibitions and have worked a minimum of 60 service hours.
3. Petition the Board through the Membership Director. Applicant shall submit a letter listing participation in CWA activities, copies of Service Hour Records, and show flyers or acceptance notices as necessary. The burden of documentation rests upon the applicant. Acceptance is subject to Board Approval.

4. Signature members may use the initials CWA after their signature on water media work, upon the Board's approval of the petition. Use of these initials will continue only as long as the person is a member of CWA.

#### **Qualifications for CWA Master Signature Membership status:**

An applicant for Master Signature status must:

1. Be a CWA Signature Member.
2. Have been a CWA member for six (6) years.
3. Petition the Board through the Membership Director with a letter providing proof of six (6) CWA National Exhibition entry acceptances. Acceptable proof of acceptances must be in the form of show flyers, acceptance notices or show catalog pages. The burden of documentation rests upon the applicant. Acceptance is subject to Board Approval.
4. Master Signature members may use the initials MCWA after their signature on water media work, upon the Board's approval of the petition. Use of these initials will continue only as long as the person is a member of CWA.

**Benefactor Membership(s):** Gold, Silver or Bronze membership(s) may be conferred by recommendation of a Board Member and approved by a majority vote of the Board on a person, company, corporation or business, who has provided a special contribution or other good and valuable service. Benefactor members shall not have the right to vote, make motions or suggest resolutions

**Outstanding Achievement Member (OAM), Benefactor (B), Honorary Member (H) and Student Member (ST)** - As defined in the Bylaws and approved by the Board.

### **Membership Dues**

Dues are payable January 1st of each year.

- Associate/Signature Membership/Master Signature Membership: \$45.00 per year
- Benefactor Membership(s): Gold-\$1,000, Silver-\$500, Bronze-\$250
- Student Membership (between 16 & 25): \$12.00 per year

### **For NEW MEMBERS - First year only:**

Join as a new member in the:

First quarter- \$45.00  
Second quarter- \$35.00  
Third quarter- \$25.00  
Fourth quarter- \$15.00

- There is no reduction in the normal dues amount because a member has moved from the area.
- There is no reduction in the annual dues amount for two artists who live at the same address - both pay the applicable amount.

## CWA SHOWS

- Any member who produces work with water media on paper, framed under plexiglass is eligible to enter CWA shows. Any breakage is the responsibility of the artist.
- Artists must adhere to each specific show requirement as stated in the prospectus distributed before each show.
- Creative, original work only - no printed reproductions, no copies, no class work or workshop work will be accepted.
- Price of the painting must stay firm throughout the show.
- A painting exhibited in a specific show or location one year may not be entered again in the same show or location.
- After 3 acceptances in CWA shows, a painting becomes ineligible for further entry in any future CWA show. Paintings entered into a CWA National Exhibition cannot have been previously shown in any other CWA National Exhibition.
- The Board or its representatives has the authority to make the final decision to remove any objectionable piece of work or any entry too hazardous to handle and the Board or its representative's decision is final.

### Framing Guidelines for CWA Show(s)/Exhibition(s)

The following guidelines are intended to help insure the safety of your artwork, the safety of its handler, and to maintain a high standard of presentation for a CWA show or exhibition. Paintings must show professional quality.

1. **Required for acceptance:** Paintings MUST be primarily water-based media on a paper surface and under Plexiglas, or as stated in the prospectus. Paintings must conform to image and frame size requirements (image: 144 square inches; frame minimum: 18"x18", frame maximum: 44"x44").
2. **Condition of Plexiglas:** Clean, no deep scratches; edges completely covered by the frame; and floated art must not touch the plastic.
3. **Mat(s) if used:** Neutral, light colored mats, white or off-white, clean, neatly cut, no sloppy corners. Colored liners are acceptable.
4. **Backing:** Foam core, clean, neatly cut, NO CARDBOARD BACKING allowed; wood frames may have a paper backing glued to edge of frame or inside grooves of frame.
5. **Frame:** Simple frames, neat, sturdy, no loose corners; framed on all four sides in metal or wood; no deep scratches; and not more than three (3) inches wide. (No ornate or intricate frames permitted)
6. **Picture Wire:** Strong enough for the weight of the painting; wire must be fastened securely with the ends taped; center of wire should reach 2 inches below top of frame; no other hanging method will be accepted.
7. **Hangers:** Flat brackets on wood or metal frames flush with the frame; no screw eyes, saw tooth hangers, or clamps.

### CWA Show Costs

If a painting is not picked up on time (accepted or not), a charge of \$5.00 will be levied for the first week and \$1.00 per day thereafter. Members may mail

paintings to receiving for a show. The prospectus should delineate the process for mailing entries. Members are responsible for any shipping charges to and from any CWA shows. Members will also be responsible for handling charges as appropriate.

### Commissions for Scholarship/Outreach/Building Fund

CWA commissions on the sale of member or nonmember artwork:

- A minimum of a **25% commission** will be charged on the sale of artwork. 15% will be designated for the "Scholarship/Outreach" Program and 10% will be designated for the "Building Fund."
- Any changes to the 25% base commission is subject to Board approval one month prior to distribution of a show or exhibition prospectus.

### Promotional Show

A non-juried exhibition used to promote CWA. Signature members may be called to participate through a method of rotation or lottery.

### Student Shows

CWA holds juried student shows on occasion that encompass artwork from various schools in the greater Bay Area. Student Cash Awards will go to separate student artists.

### Jury Procedures for CWA Shows and National Exhibition

- There will be no unofficial discussion of paintings or jurying decisions among members of the committee and the juror(s).
- The jury committee will not wear nametags. The jury committee shall be made up of no more than five (5) CWA member volunteers.
- Only the juror(s) and official members of the committee may be present during the jurying.
- The juror(s) will be allowed an overview of all entries before the jurying process begins so that they will have a general idea of the quality of the work submitted.
- Paintings may be scored on the basis of 1 to 5, with 5 being the highest score.
- Paintings will be placed one at a time on an easel before the juror or at juror(s) discretion, juror(s) may walk about the room to score paintings as above.

### **VIDEO LIBRARY**

The CWA Video Committee maintains a library of videos, which may be checked out by CWA members for a one-month period. One video per month

may be borrowed per member. Arrangements may be made so that members outside the area who do not attend the monthly meetings may check out videos.

Members may check out a video by signing the "Check Out List" next to the video title wanted and completing a rental agreement form. If the video is available, it can be checked out at that time. If not, check back later to see if it has been returned.

Videos must be returned at the following month's meeting or mailed back prior to the meeting or a \$10.00 late fee will be assessed. This fee must be paid before another video can be checked out. Mail videos to CWA, P. O. Box 4631, Walnut Creek, CA 94596.

## WORKSHOPS

### 2010 Terms and Conditions

- Class sizes are limited; reservations are accepted in the order received.
- CWA volunteer credit of 100 points may be applied towards the fee, with a limit of 2 students using volunteer credits per workshop.
- A \$75 non-refundable deposit per workshop by check, credit card (Visa/MasterCard) or PayPal must accompany registration form.
- Registration forms are available on-line and for download at [www.californiawatercolor.org/workshops.html](http://www.californiawatercolor.org/workshops.html)
- Balance is due sixty days (60) before the workshop begins.

### 2010 CWA Cancellation Policy

- Cancellation of a workshop six (6) weeks or more prior to the first day of the workshop is 100% refundable, less the \$75 registration fee.
- Cancellations with less than six (6) weeks before the start: you may find a substitute to take your place or ask the workshop committee registrar to assist you, if there is a waitlist. It is the responsibility of the person registered to make his/her own reimbursement arrangements with the substitute. The workshop committee will not be involved.
- Once the workshop begins, there will be no refunds for no-shows or withdrawals.

## NEWSLETTER

A newsletter is published monthly by and for CWA members.

## EXPENDITURES

Show chairpersons, board members and special board appointments are allowed to approve day-to-day operating expenditures up to \$100. Any expenditure over \$100 requires approval of a quorum of the board. Expense account reports are to be submitted to the bookkeeper quarterly or at the beginning of each month.

## GALLERY CONCORD

Gallery Concord is a nonprofit, educational gallery managed and staffed by artists from the California Watercolor Association. Showcasing a wide variety of watermedia paintings, the gallery also features the work of a different sculptor as well as a guest artist each quarter. The Gallery is supported by the City of Concord.

Artists are selected for the gallery by a panel of three past CWA presidents and a gallery director. Those interested in applying for membership in Gallery Concord should send examples of their work to the gallery.

Gallery Concord promotes the visual arts within the greater Concord community by staging regular showings, periodically furnishing educational programs to schools and the public, and providing an opportunity for local artists to display art in juried shows and network with gallery visitors.

A commission of 15 percent of sales will be donated to CWA for the Student Outreach Program.

Free visits by school children to the gallery are encouraged.

### **Location:**

The Gallery is housed in the former Masonic Temple at 1765 Galindo Street, one block south of Willow Pass Rd. Parking is available to the rear of the back of the building, with access from Clayton Road or southbound Galindo.

### **Hours:**

11 a.m. to 4 p.m.  
Thurs - Sun  
(925) 691-6140

**Website:** <http://www.cityofconcord.org/recreation/thingstodo/gallery.htm>

## **Past Presidents East Bay Watercolor Association**

1967, 1968 – Del Newman  
1969, 1970 – A. B. Echols  
1971 – Francis Coan  
1972 – Art Ellis  
1973 – Len Barker  
1974, 1976 – Peg Humphreys  
1975 – Charlotte Panton  
1977 – Don Larson  
1978 –1979 – Inez Doyal  
1980 –1981 – Barbara Wigren  
1982 –1983 – Jean Warren  
1984 –1985 – Elaine Murphy  
1986 –1987 – Elizabeth Rosberg  
1988 –1989 – D. Lee Garrison  
1990 –1991 – Karen Frey  
1992 – Judith Drogin  
1993 – Helen Tiernan  
1994 – Nora Eaken  
1995 – Walter Hartsough

## **Past Presidents of California Watercolor Association (Formerly East Bay Watercolor Association)**

1996, 1997 – Karen Mason  
1998, 1999 – Jerry Little  
2000, 2001 – Bill Yokoyama  
2002, 2003 – John Finger  
2003 – Deborah Owen  
2004, 2005, 2006 – Sue Johnston  
2007 – Co-Presidents  
Sue Johnston & Samantha McNally  
2008, 2009, 2010 – Samantha McNally

## **Benefactors**

The Academy of Art University, San Francisco  
Annette L. Hodtwalker, CPA - Silver  
Daniel Smith Artist Materials  
Dick Blick Art Materials  
Helene Yu-June Rice

## **Fellowships**

Karen Mason Memorial Fund  
Hank McDonnell Memorial Fund  
Richard Barrett Memorial Fund

## **Outstanding Achievement Members**

Barb Bochenek  
Charlotte DeHart  
Renee Fakhrai CWA  
D. Lee Garrison CWA  
Pamela Howett  
Peg Humphreys CWA  
Cynthia Kelly\*  
Don Larsen CWA  
Jerry Little CWA  
Karen Mason CWA\*

Charlotte Panton CWA  
Jann Pollard CWA  
Helene Yu-June Rice CWA  
Gladys Schaible CWA  
Mary Spivey  
Lin Teichman  
Jean Warren CWA  
Wayne White  
Barbara Wigren CWA

## **Honorary Members**

Don Andrews  
Gerald Brommer

Jim Kosvanec  
Gerald Overaa

\* deceased

## Master Signature Members

Valerie Crooks  
 Patricia Dispenziere  
 Cynthia Eastman-Roan  
 Manette Fairmont  
 Judy Greenberg  
 Charlotte Huntley

Susan Kahn  
 Geri Keary  
 Carol Maddox  
 Kenneth Potter  
 Jean Pederson

## Current Signature Members

Melissa Adkison  
 Leroy Allen \*  
 Patricia Allen  
 Catherine Anderson  
 Jack Anderson  
 Wilmer Anderson  
 Blanche Anderson-Clark  
 Kay Barnes  
 Ruth Beeve  
 Frederick Bidigare  
 Ginny Branstool  
 Francesca Brayton  
 Charlotte Britton  
 Marianne Brown  
 Diana Browne  
 Kevin Brunner  
 Mary Burke \*  
 Larry Cannon  
 Mark Cardoza  
 Kay Carnie  
 Kara Castro  
 Sally Cataldo  
 Cheng-Khee Chee  
 Leslie Cheney- Parr  
 Victoria Chiofalo  
 Dick Cole  
 Anne Crump \*  
 Elaine Daily-Birnbaum  
 Mickey Daniels  
 Pamela Della  
 Betty Dennis  
 Henry Dixon  
 Cay Drachnik  
 Barbara Duncan  
 Genie Even  
 Margaret Fago  
 Manette Fairmont  
 Renee Fakhrai  
 Anne Fallin  
 Benjamin Farnham  
 Nancy Fischer  
 Thomas Freeman  
 Karen Frey  
 Qian Gao  
 D. Lee Garrison

Barbara Gilson  
 Dick Green  
 Sarah Gross  
 Arnold Grossman  
 Elizabeth Hamlin  
 Donald Harvie  
 Noriko Hasegawa  
 F. T. Heece  
 Georgia Herrick  
 John Highsmith  
 Peg Humphreys  
 Iretta Hunter  
 Ray Hunter  
 Berni Jahnke  
 Alvin Joe  
 Sue Johnston  
 Judith Klausenstock  
 Ruth Koch  
 Mel Lacki  
 Helen Laitner  
 Jeanne Lamar  
 Don Larsen  
 Gina Lijoi  
 Julie Limberg  
 Jerry Little  
 Carol Lutz  
 Marguerite Lyons  
 Jean Manty  
 Karen Mason \*  
 Barbara Maxwell  
 Christine Messer  
 Ruth Miller  
 Catherine Moloney  
 Rosamond Moranville  
 Elaine Murphy  
 Bob Newick  
 Shirley Nootbaar  
 Birgit O'Connor  
 Audie Olsen  
 Judi Oser  
 Charlotte Panton  
 Nancy Partovi  
 Charmaine Pearson  
 Lorraine Petersen  
 Charlotte Peterson

Jann Pollard  
 Gwen Prichard  
 Robin Purcell  
 Russell Ralston \*  
 Berna Rasmussen  
 Michael Reardon  
 Lucille Rella-Clohessy  
 Shirley Rencher-Miller  
 Helene Yu-June Rice  
 Mitch Ridder  
 Nelle Rodrick  
 Marlin Rotach  
 Susan Routledge  
 Light Ruth  
 Betty Saarni  
 David Savellano  
 Sandra Schaffer  
 Gladys Schaible  
 Marilyn Schutzky  
 Susan Scott  
 Marilyn Sears-Bourbon  
 Charlotte Severin  
 Terry Smith  
 Natalie Smythe  
 Vita Sorrentino  
 Musia Stagg  
 Lorna Strotz  
 Linda Sutton  
 Ann Switzer  
 Toshiko Ukon  
 Salvador Valencia  
 Alice Vollmer  
 Claire Schroeven Verbiest  
 Myrna Wacknov  
 Jean Warren  
 Judy Welsh  
 Barbara Wigren  
 Linda Williams-Avila  
 Larry Wilson  
 Leslie Wilson  
 Marilyn Wilson  
 Bill Yokoyama  
 Camille Young  
 Al Zerries \*

\* deceased

## BYLAWS

You are invited to see CWA's current Bylaws by visiting our website, [www.californiawatercolor.org/bylaws.pdf](http://www.californiawatercolor.org/bylaws.pdf).

## 2010 Membership List

Legend to abbreviations within the Membership List:

Associate Member (A)

Signature Member (S)

Outstanding Achievement Member (OAM)

Benefactor (B)

Honorary Member (H)

Student Member (ST)