



The
2017 Annual Report

of the **chicago**
Calligraphy
COLLECTIVE

cal • lig • ra • phy (kə-lig'rə-fē) *n.*
1. The art of beautiful writing.
[French *calligraphie*, from Greek
kalligraphia : CALLI- + -GRAPHY.]

**The
2017 Annual Report
of the**



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“ *Just as one would wish to speak not only clearly but with some civilized and musical quality of grace, so one may write and the writing be worthy of the name of calligraphy—by which is meant handwriting considered an art.*

~Alfred Fairbank

Our Mission

The Chicago Calligraphy Collective is organized for the charitable and educational purposes of promoting the study, practice, and appreciation of calligraphy—the art of beautiful writing—in all its historical and present-day applications. By offering educational opportunities, the Collective enhances public awareness and interest in the calligraphic lettering arts.

Board of Officers and Directors 2017–2018

PresidentMary Zabrin
Vice PresidentPosition Open
TreasurerPatricia Kutz
Corresponding SecretaryJoi Hunt/Kelly Medina
Recording SecretaryKatje Sabin
Exhibits DirectorPosition Open
Membership DirectorEileen Gustafson
Publications DirectorKelly Medina
Special Events DirectorPamela Rodey
Workshops DirectorKaren Ness

President's Message

The year 2017 was marked with transitions and opportunities. We continued to focus on our mission to promote the study, practice, and appreciation of calligraphy in all of its many forms. I commend the members who continuously work hard to make the CCC a premiere calligraphic organization.

The Board

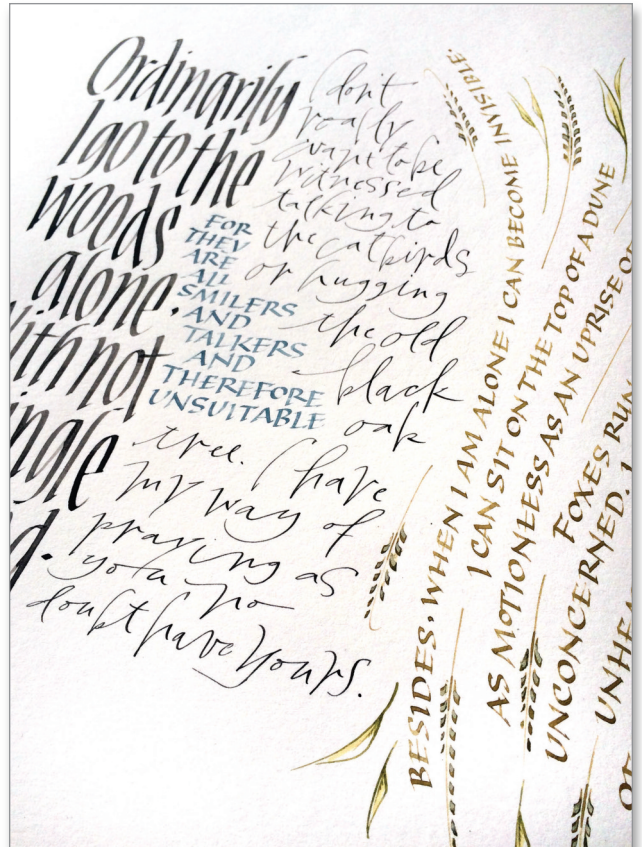
In March of 2017, we said farewell to several Board members and welcomed a few others. Linda Honrath stepped down as President. Linda was instrumental in the redesign of the CCC website—which officially launched on January 10, 2017. We also said good-bye to Bernie Ryan, Recording Secretary, and Mary Ryan, Treasurer. Thank you again for your dedication and service.

We welcomed Katje Sabin as Recording Secretary, Pat Kutz as Treasurer, and Kelly Medina as Publications Director. Karen Ness, Eileen Gustafson and Pamela Rodey returned as Workshops Director, Membership Director, and Special Events Director, respectively. Midway through the year, Joi Hunt was unable to continue serving as Corresponding Secretary. Kelly Medina graciously agreed to take on those responsibilities along with her own. The Vice President and Exhibits Director positions remain open.

The Board continues to take its responsibilities very seriously. We are focused on providing excellent learning opportunities, good communications and fiscal leadership.

Collaboration and Community

Through our partnership with the Irish American Heritage Center, we are developing a Community Education Program that will offer a variety of calligraphy classes to our collective memberships and the surrounding communities. Julie Wildman is the program coordinator. She has been working closely with fellow CCC members and the IAHC to create a program that will enhance the community offerings of both organizations.



Detail from *How I Go to the Woods* by Cheryl Dyer. This piece was on exhibit in the CCC's annual juried show, *Exploration 2017*, at the Newberry Library.

New signage was created for the IAHC and we continue to provide volunteer artists at the ready for special sign requests. We also participated in the IAHC's iBAM! Festival and Christmas Bazaar.

Communications and Administration

Our newly designed website launched in January and brought our organization into the e-commerce era. Our members have embraced this user-friendly technology with on-line membership renewals and workshop sign-ups quickly becoming the norm. Webmaster Judith Joseph recently stepped down after six years of dedicated service. Christine Shaw quickly and seamlessly stepped into the role.

The bi-monthly digital *Newsletter* goes out six times each year; followed up in the interim months with *Nib Notes*, an e-publication, providing time sensitive updates as needed. Lindsey Hook replaced Alicia Marquez as

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Newsletter Editor in March. Kelly Medina is responsible for sending out *Nib Notes*.

We continue to post information on our social media accounts, Facebook and Instagram. We had increases in our followers under both accounts, most significantly more than doubling our Instagram followers. Social media continues to be a vital avenue for keeping our members up to date in real time.



Deep in Their Roots by Mary Zabrin. This piece was on exhibit in the CCC's annual juried show, *Exploration 2017*, at the Newberry Library.

After several years of steady membership, 2017 brought our largest increase. Our total membership to date is 249. Our "Get-a-Member-Get-a-Gift" Program remains as popular as ever. It continues to be an excellent option for bringing in new members along with the strong line up of workshops we offer each year.

Excellence in Programming

The following information is a short synopsis of the full reports you will find later in this annual report.



Detail from student work in John Stevens's "The Roman Capital" workshop in August and November.

Workshops

We continue to offer ten workshops each year. Karen Ness, Workshops Director, and her committee work tirelessly to bring our members a wide variety of instruction. In 2017, they went above and beyond in their efforts by bringing in instructors from not only the United States, but from around the world. We learned everything from brush Roman capitals to linoleum block printing to Blackletter.

Exhibits

We showcase the talents of our members with two exhibits each year. Our annual juried exhibit, *Exploration*, was on display at the Newberry Library from March 20 to June 16. An artists' reception was held on April 8. The second exhibit is the All Members' Show, which is open to everyone from beginners to veterans. This year's show, titled *Weathergrams*, was on display during the month of December at the Arlington Heights Memorial Library.

Special Events

In addition to the *Exploration* reception, we held three additional all-member meetings in 2017: the always popular Twelfth Night Meeting in January, the Annual Members' Meeting in March and the Fall Members' Meeting in October. To encourage attendance and participation, we sponsored a Calligra-Flea market and held raffles and exchanges with prizes ranging from gift certificates to original art.

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A beautiful shot of Luca Barcellona's tools, used in his April workshop "Blackletter" at the Techny Towers Retreat Center.

What's Next?

As an all-volunteer organization, we are only as good as our members want it to be. I encourage you to think about why you became a member—whether it was last year, five years ago or, like me, more years than I want to count.

What did the CCC mean to you then? What does it mean to you now? Have you taken a workshop? Entered an exhibit? Do you encourage others to join? Do you want the CCC to thrive? So many questions.

We need active members. If we continue to rely on the same people to do it all, we will soon have burn out. There are many ways to help and get involved, both big and small, and many of them are very small and doable.

- Personalize bookmarks at the IAHC Christmas Bazaar. It's such a joy to see a child's eyes light up when they see their name written in calligraphy.
- Work on a committee.
- Arrive early to help set up for a member meeting or workshop.
- Stay late to help with clean up.
- Help hang an exhibit.
- Do an Inklings Project or community outreach.

- Take photographs at an event.
- Write a workshop review.
- Join a study group.
- Be on the Board. We have two open positions: Vice President and Exhibits Director.

These are just some of the ways you can help. Get involved, you won't regret it!

In Conclusion

After four years as Exhibits Director, I was excited to begin my new role as President. I am grateful for the help and encouragement I received during the transition from not only past President, Linda Honrath, but from the entire Board. There have been many challenges along the way; however, I can honestly say it has also been very rewarding.

I have loved calligraphy or "the art of beautiful writing" since my high school days. Life got in the way for a while, but eventually I was drawn back to it. I will be forever grateful to fellow member Karen Brooks for introducing me to the CCC. I have met the most wonderful people through this organization and made many lasting friendships.

I hope you share your love of letters with everyone you know. It can be contagious!

It has been my honor to serve as your president this year. Thank you.

Mary Zabrin
President



The State of the Chicago Calligraphy Collective

This Annual Report is more than a documentation of the year's accomplishments and activities of the Chicago Calligraphy Collective. It is intended to reflect and celebrate the organization's creative spirit and values, as well as its service to its mission to inspire, challenge and instruct its membership and interested public through workshops, exhibitions and programs. It is fundamentally about its identity, about how the organization defines itself and strives to impact the calligraphic community. It is an enduring commitment to build on its extraordinary legacy and a framework for sustaining great traditions while engaging in new adventures.

Corresponding Secretary | **Joi Hunt** **Kelly Medina**

In 2017, the Corresponding Secretary duties involved maintaining correspondence directed to the CCC Google Mail account from the CCC website, membership, Facebook and Instagram accounts. The bi-monthly e-publication, *Nib Notes*, is produced and sent to membership between the bi-monthly newsletters. Other duties included Facebook and Instagram posting and focus on communication to membership and social media interest groups. Occasional written correspondence for condolence or thank you cards are sent throughout the year. Joi Hunt started the year as Corresponding Secretary and transitioned the position to Kelly Medina in early Fall.

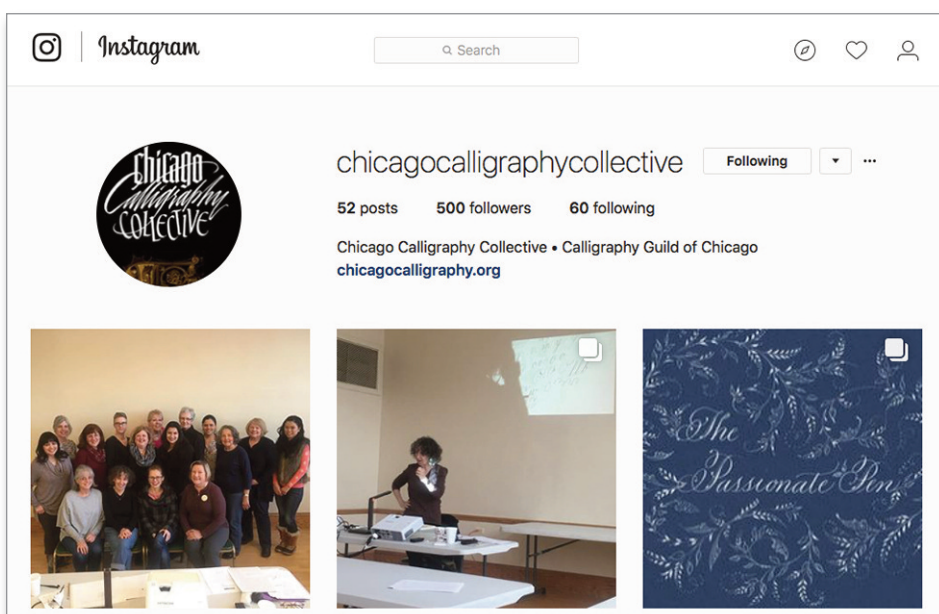
Written correspondence can be mailed to our address located at the Irish American Heritage Center:
c/o Chicago Calligraphy Collective, 4626 North Knox Avenue, Chicago, Illinois 60630.

Digital correspondence can be directed to the CCC Website/Contact Us: www.chicagocalligraphycollective.org or secretary@chicagocalligraphy.org

Facebook: Chicago Calligraphy Collective

Instagram: @chicagocalligraphycollective

As of January 31, 2018, our Facebook page has over 2,700 followers, an increase of 3% from last year. Our Instagram page has 500 followers, an increase of 67% from last year. 🍷



The CCC's Instagram page has some great photos of our 2017 events and workshops.

Exhibits | Mary Zabrin

Exploration

Our 31st annual juried exhibit, *Exploration 2017*, was on display at the Newberry Library in Chicago from March 20 through June 16. The artists' reception was held on April 8. CCC member Jack Scott provided music for the event and we featured demonstrations by the following participating artists:

Tim Botts—Springboards to New Letterforms
Judith Joseph—Calligraphy in Woodblock Printing
Lisa Kivland—The Flag Book Structure

Our guest speaker was Pamela Paulsrud. Pam shared stories and images of the Treewhispers Project (www.treewhispers.com) which was invited to travel to the United Arab Emirates for the 2016 Sharjah 7th Calligraphy Biennial.

The *Exploration 2017* jury consisted of four CCC members and a guest juror. The CCC members were Karen Brooks, Jeri Hobart, Amy Vautin and Luce Zolna. Our guest juror was Marlene Wood. The jury met on February 11. We received 59 entries and 37 were accepted into the exhibit. Each jury member was also invited to include a piece of their art in the exhibit. Donations from participating artists totaled \$1,940.00.

Lisa LeBlanc designed the logo and Joi Hunt lettered the artist certificates.

Marijo Carney's piece, *Nature's Spirit*, was selected by Jill Gage for the Purchase Prize. Jill is the Custodian of the John M. Wing Foundation on the History of Printing at the Newberry Library.



Exploration 2017 logo by Lisa LeBlanc



Marijo Carney's piece, *Nature's Spirit*, was selected for the 2017 Purchase Prize.

Annual All Members' Show

The 2017 All Members' Show, *Weathergrams*, was on display at the Arlington Heights Memorial Library from December 1–31. Members were asked to submit up to five weathergrams measuring 2½ x 10 inches. The exhibit consisted of 68 weathergrams from 15 members and included a lovely display of various calligraphy tools and books.

And finally, thank you to the staffs at the Newberry Library and the Arlington Heights Memorial Library. My heartfelt thanks also go out to all the wonderful volunteers who graciously gave their precious time to make our exhibits a success. 🌸



A collage of photos from our All Members' Show, *Weathergrams*, on display in December at the Arlington Heights Memorial Library.

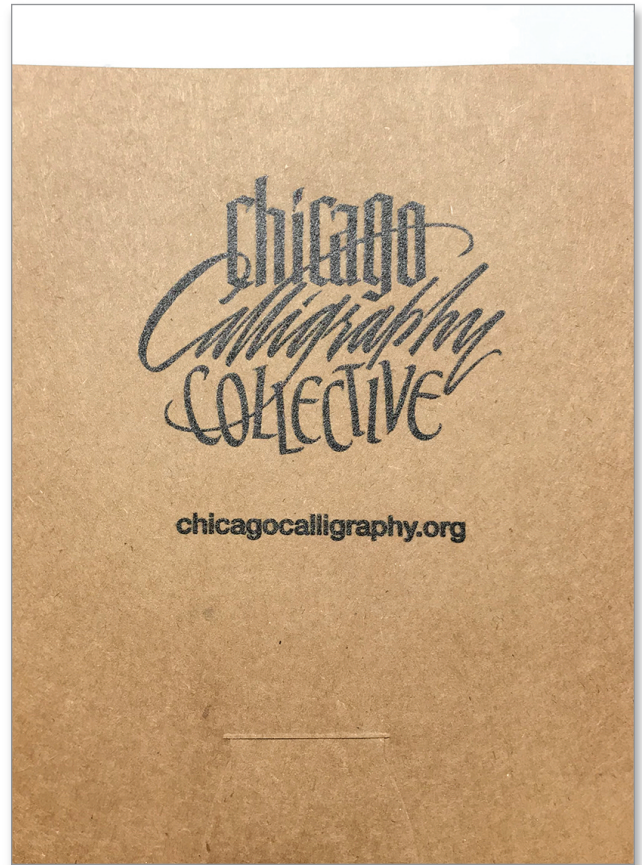
Membership | Eileen Gustafson

Our total membership to date is 249, including ten honorary members and nine affiliates. The CCC welcomed 46 new and returning members in 2017 and 11 joined through the Get-A-Member-Get-A-Gift Program.

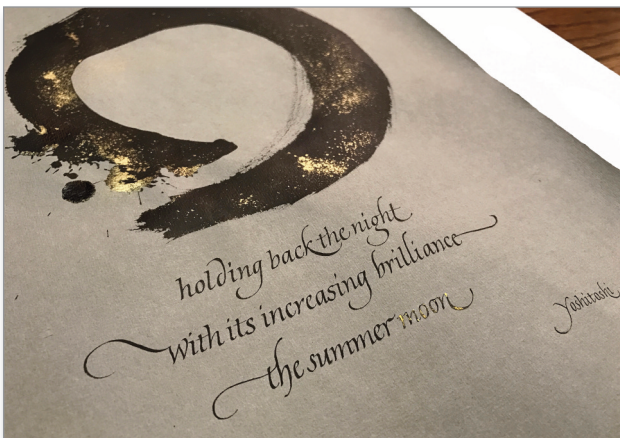
The majority of the membership reside in Illinois, but we also have members across 23 states and one foreign country. 25 of our members paid for business listings on the CCC website.

Annual membership renewal email reminders were sent out on February 4, 2017. The Membership Directory was designed and produced by Julie Wildman with Mary Zabrin and Kelly Medina providing support. 2017–2018 Directories were mailed to the membership in late May, along with a memo pad that has the current CCC logo and website.

The responsibility of sending Dick Blick gift cards for member referrals was moved from Corresponding Secretary to Membership Director starting in September. 🌙



Notepad sent out to CCC members along with their 2017-2018 Directories.



Detail from *Summer Moon* by Eileen Gustafson. This piece was on exhibit in the CCC's annual juried show, *Exploration 2017*, at the Newberry Library.

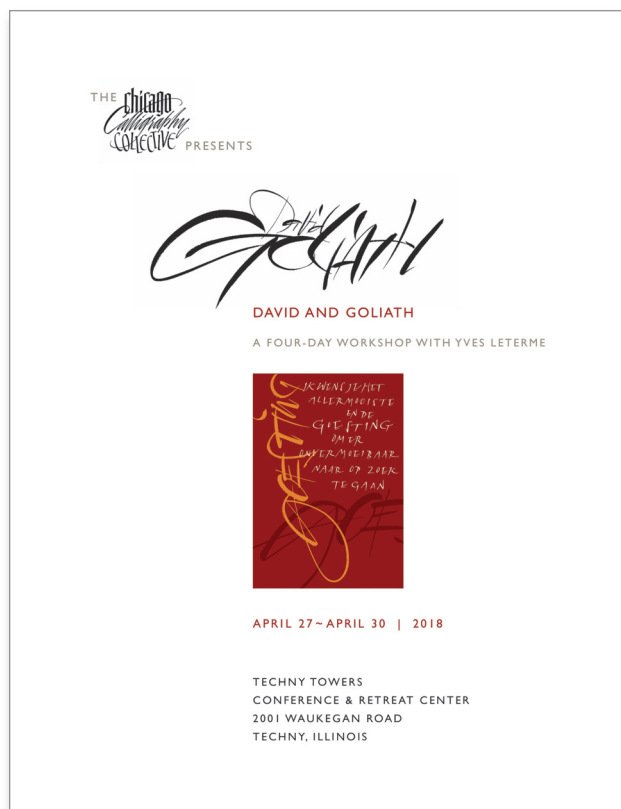
Publications | Kelly Medina

The CCC welcomed Lindsey Hook as our Newsletter Editor. With valued assistance from our former Editor, Alicia Marquez, Lindsey stepped right in to produce two versions of our bi-monthly newsletters: an interactive PDF sent via email, and a for-print version for subscribed members. The interactive digital format contains links for readers to quickly navigate to featured articles, workshops, workshop reviews and photos, special events, exhibits, study group listings, new members, technical forum, and more. The for-print version is for subscribed members who still enjoy the look and feel of a printed publication and are sent via mail.

Issues were produced for January/February, March/April, May/June, July/August, September/October and November/December. Lindsey worked closely with: Linda P. Hancock, Proofreader; Mary Zabrin, President for feature articles and content; Eileen Gustafson, Membership; Karen Ness, Workshops; Pamela Rodey, Special Events; Judith Joseph, Webmaster; Kelly Medina, Publications, for printer coordination and mailing; and Corinna Taylor who has generously submitted content for our Technical Forum section. Alicia Marquez contributed beautiful photography of many workshops and events throughout the year.

Joi Hunt, Corresponding Secretary, generated *Nib Notes*, our other bi-monthly e-news publication for time-sensitive news interest between *Newsletter* issues. In early fall, Joi transitioned out of her position and Kelly Medina assumed production of *Nib Notes*.

Linda Honrath, former President, worked with Kelly Medina as she transitioned into Publications, and Julie Wildman, Publications Designer to produce the 2016 CCC Annual Report.



Cover of Yves Leterme's workshop flyer for the 2018 annual retreat at Techny Towers Conference and Retreat Center.

Other publications produced throughout the year included:

- Workshop flyer for Annual Retreat: Yves Leterme;
- Try-n-Buy Learning Play Date flyer and registration form;
- 2017 All Members' Show: *Weathergrams* flyer and registration form;
- and the Annual Membership Directory and insert. 🌀

Special Events | Pamela Rodey

The first event of the year was the Twelfth Night Meeting and Gift Exchange in January. This was the final meeting at Kate Lehman's Homeowners Association Clubhouse. We thank her for her help in obtaining complimentary meeting space for many years. The expenses for the party were for water bottles, juices, and ice.



CCC members admire one of the original calligraphic pieces in the ever-popular grab bag at our Annual Twelfth Night Party.

The Annual Members' Meeting in March at the IAHC had over 40 members attending. The scheduled lecture on Celtic knotwork by member Frank Crowley was canceled at the last minute due to Frank's ill health. A tour of the building was led by Brian Donovan, the Center historian. Most of those attending the meeting went on the extensive tour of the library, museum and other areas and heard the interesting history of the building. During the tour Linda Honrath, then CCC president, presented a calligraphic piece to Eileen Ryan of the Center's Board in appreciation of our new partnership with the IAHC. She also recognized the help of CCC members Bernie and Mary Ryan.

Other members enjoyed the surprise demonstration of brushwork by Peter Fraterdeus.

The Annual Calligra-Flea market was the largest in several years with \$197 profit from the 20% donation by the sellers. Thanks to Karen Ness, we had eight donated \$25 Dick Blick certificates to raffle. Karen was



CCC members Pamela Rodey and Tim Botts watch as Peter Fraterdeus demonstrates Asian brushwork at the March Annual Members' Meeting.

given these certificates after the CCC 40th Anniversary art exhibit at Blick in Evanston. The CCC made \$312 on the raffle. Thank you notes were sent to Frank Crowley and Brian Donovan, the Center historian. During elections it was announced Mary Zabrin would step into the President's position and Katje Sabin would take on the Recording Secretary duties. We thanked Linda Honrath for guiding us through the transition to the partnership with the IAHC and the 40th Anniversary celebrations and thanked the continuing board members for their service.

The *Exploration* reception was arranged with Chayla Bevers at the Newberry Library. Mariano's party trays were ordered as last year. Newberry no longer offers



Visitors to the *Exploration* 2017 reception were treated to demonstrations by CCC members Tim Botts, Judith Joseph and Lisa Kivland.

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coffee service and after finding that buying boxes of coffee was very expensive, we provided 8 oz. water bottles, sparking water liters, iced tea and cranberry juice half gallons. Many members brought items for the sweets table and helped set up, serve and clean up. Hospitality expenses for the reception totaled \$421.

Frank Crowley was able to present his talk on the Book of Kells at the Fall Members' Meeting. He walked the group through the characteristics of the four scribes using color Xeroxes of the Book. We had a Calligra-Flea market, which may become a twice versus once-a-year event. Our raffle prizes were obtained at no cost to the CCC due to savvy Karen Ness who procured 10 John Neal gift cards to be used at the upcoming Try-n-Buy Learning Play Date. Reggie Ezell also added seven instructional DVDs to the raffle. The raffle netted \$105 and the food and supplies cost was \$29.

Having no-cost meeting space at the Center, in exchange for lettering services, is so wonderful. Procuring affordable spaces has been such a burden for all Board members. We are grateful to the IAHC and all those who made this partnership happen. By buying paper products in bulk and reusing table cloths, I have kept meeting expenses at a minimum. Members are informed of meetings via *Newsletter*, *Nib Notes* as well as an Evite email. 🐉



Some of the beautiful Celtic lettering on the walls of the Irish American Heritage Center. CCC members were given a tour of the facility by the Center's historian, Brian Donovan.



A facsimile of the Book of Kells on display at the Irish American Heritage Center.

Workshops | Karen Ness

2017 was a truly extraordinary year of study for the Chicago Calligraphy Collective. CCC members old and new from the Chicagoland area and from across the country came to our new home, the Irish American Heritage Center, to study with instructors from across the United States, Italy, Canada, Belgium and our own membership as we continued in our trajectory of study of letterforms, painting and tool-based techniques, approach, layout and so much more. One theme consistently remains the same—our collective love and study of letters leading to new and continuing relationships, the sharing of books and tools, the consumption of delicious treats, and endless encouragement and motivation to continue in the study and practice of our craft.

Precisely 200 sign-ups were received in 2017 for CCC Workshops, not counting wait list registrations. We added 18 new members to our numbers in conjunction with workshop enrollment.

American Greeting's Martha Ericson opened our 2017 workshop season, sharing her passion and skill in designing and cutting linoleum for linoleum block printing. An intimate group of eight students designed, cut and printed to our hearts' content. February followed with our own Mike Kecseg teaching an eager full workshop of 20, "*Copperplate: The Basics and Beyond.*"



CCC members watch as Martha Ericson demonstrates linoleum block printing techniques.



Mike Kecseg demonstrates Copperplate techniques in his February workshop.



Luca Barcellona demonstrates his beautiful Blackletter at the April retreat in Techny, Illinois.

March was to be a workshop team-taught by Mike Gold and Judy Melvin. Unfortunately, Judy was ill and could not make the trip. Mike rallied to the occasion and taught-for-two, guiding the full workshop to "*Find Our Inner Picasso.*" Less than one month later, 20 of us engrossed ourselves in four days and nights of retreat study with first-time-to-Chicago instructor, Luca Barcellona. Between English and Italian, we delved into Blackletter using pen and brush. Luca's demonstrations were a sight to behold!

May brought Heather Held back to Chicago for a full workshop of "*The Enchanted Letter.*" July was another first for the CCC. Bruges letter artist, Liesbet Boudens, brought her energy, thin graphite and tiny eraser for two days of "*Extraordinary Letters*" and an additional day of

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The August workshop was “Brush Roman Immersion” with John Stevens. In this photo, John demonstrates Romans with a broad-edged brush.

“*Monograms*.” This was also a first in experimenting with a three-day format for workshops. It was a success and you will see more additional third day Monday options in the future.

Yet more firsts! August brought John Stevens to our midst; two weekends of extended study entitled, “*Brush Roman Immersion*.” And in Brush Romans we were immersed! At the last minute, the second weekend was rescheduled to November. The two-weekend workshop with John was a wonderful experience! The wait list was long and he will be back.

Our September workshop, unfortunately, was cancelled due to Immigration issues preventing Georgia Angelopoulos from entering the USA. She has already been rescheduled for a future date. In October, another full enrollment of happy CCC members studied graphite techniques and surprises with Amity Parks in her “*A Sharp Pencil and a Keen Eye*” workshop. Amity is yet another 2017 first-time-to-the-CCC instructor.

The last first of the year was our November workshop, “*Try-n-Buy*.” This inaugural event was a partnership between the CCC and John Neal Bookseller. Seven CCC members demonstrated various tools and techniques for an entire day as 35 registered CCC members rotated throughout the room trying their hand at an enormous variety of pens, brushes, inks, fluids, papers and so much more! There were many giveaways, and enrollees each received from the CCC a \$30 credit toward their John Neal Bookseller purchases. Feedback was excellent—members are asking for a repeat event, and we plan to do another *Try-n-Buy* sometime in the future.



The November workshop was the first of its kind for the CCC. “*Try-n-Buy*” was a day for participants to “try” out all sorts of tools, fluids and papers provided by John Neal Bookseller and “buy” their favorites.

Please be sure to reference past *Newsletters* for photos and reviews of our entire year in Workshops.

To all of the 2017 CCC workshop instructors and students, photographers and reviewers, we offer boundless gratitude for your enthusiastic participation as we continue to expand our calligraphic knowledge, artistry and wonder. In addition to Workshop Committee members Kathy Mandell and Lisa Kivland, my personal thanks go to our president, Mary Zabrin, and the entire CCC Board of Directors. We couldn't offer 10 workshops per year without hard work and a strong group effort! 🌟

Inklings Grant Program | Patricia Kutz

The Chicago Calligraphy Collective's Inklings Grant Program utilizes specially-earmarked funds available to members and non-members with a Collective sponsor who wish to promote calligraphy in their communities through educational programs. Those interested must submit a proposal to the Board of Directors outlining the details of the undertaking, including a project description and budget. If the outreach project meets the Collective's guidelines for educational purpose, funds are disbursed to help defray the cost of materials and related expenses. In 2017, three applications were submitted by CCC members and approved by the Board.



A student in Julie Wildman's "Basic Italic" class at the Lansing Public Library in Lansing, Illinois.

Julie Wildman instructed a 3-hour "Basic Italic" class for patrons of the Lansing Public Library in Lansing, Illinois on October 14. The Inklings Grant allowed Julie to provide each student with a Zig Calligraphy Marker, Canson Marker Layout paper and Strathmore Parchment paper along with detailed, spiral-bound handouts. Julie taught the basic strokes and then the whole lower case alphabet to 13 enthusiastic participants.

Amy Neubauer was given a grant to purchase Dual Use Workshop Holders for the Lettering Arts Club (LAC) at J.S. Morton Freshman Center in Cicero, Illinois. The LAC is scheduled to meet weekly from September 2017 through May 2018 and will provide current ninth graders the opportunity to learn lettering in print, cursive and traditional pointed pen and broad tip callig-



Students in Julie Wildman's "Dip & Dabble" class for the Potter's Hand Homeschool Group try out all sorts of unusual tools.

raphy hands. The students will study the history of Italic, Old English and Roundhand and receive step-by-step instruction in these calligraphy hands. The students' work will be displayed around the school and they will also participate in school events by writing students' names on bookmarks and blank cards. At the time of the proposal submission in September, 20–30 students were interested in joining the LAC.

On October 20, Julie Wildman presented three one-hour "Dip and Dabble" sessions for Potter's Hand Homeschool Group Activity Day in New Lenox, IL. 90 homeschool students were in attendance and were split into three age groups: 30 children ages Kindergarten through 3rd grade; 33 children 4th through 7th grade; and 27 children 8th through 12th grade. Each student was given one cola pen and one broom bristle pen; a cup of sumi ink and a cup of white paint; an 8-page handout; and lots of sulphite drawing paper, black construction paper and kraft paper on which to practice with their tools. Additionally, they played with unusual tools including seashells and combs. Corn whisk broom, Strathmore 400 Series Black Paper, pencils for the cola pens and Zig Calligraphy Markers were purchased with an Inklings Grant. Julie's goal was to help these students discover that calligraphy can be done in both a traditional way as well as a more expressive, abstract way. 🌀

Treasurer's Report | Patricia Kutz

By definition, nonprofit organizations are not profit-motivated. They exist to fulfill their mission as outlined in their application with the IRS that granted the organization's 501c3 exempt status. Some believe that the term "nonprofit" implies that it is inappropriate to actually make a profit—which is a false assumption. To continually fulfill its mission, it can be necessary to build or maintain a reserve fund to sustain the organization in years in which its funding goals are not met. Surpluses also enable organizations to implement non-funded or under-funded plans that strengthen its programs and services.

For fiscal year 2017, the excess of revenue over expenses, including the Tribute Fund, was \$20,977.28 and assets totaled \$77,071.64. The Collective remains vision-focused, mindful of transparency and has met the standards for charity accountability.

Seventy-five percent of revenues were generated by workshops, broadening the educational opportunities for seasoned calligraphers as well as providing meaningful entry experiences for beginners. Highly ambitious and exceptionally successful, the lineup included five two-day workshops, a one-day Try-n-Buy Learning Play Date, a three-day workshop, an extended two-weekend workshop and a four-day retreat. Seventy percent, the bulk of the organization's expenses, were attributable to workshops, including instructor stipends, travel expenses, room rentals and supplies.

Fourteen percent of revenues were produced through membership dues, newsletter subscriptions and web listings. Membership fees of \$6,901.82 represent a fourteen percent increase over 2016 which possibly can be partially attributed to the ease of online payments. Four percent of expenses were ascribed to membership; most of these expenses were for the annual membership directory printing and postage.

The Tribute Fund was established as a unique way to acknowledge calligraphers and/or teachers who have inspired us; recognize supporters of our art; and memori-



CCC President, Mary Zabrin, made beautiful bookmarks at the IAHC Christmas Bazaar. Proceeds from the sale of the bookmarks went to our Tribute Fund.

alize members and friends of the Collective who have supported its mission. Through member meeting raffles, Calligra-Flea Markets and sales at the IAHC Christmas Bazaar and iBAM!, the Tribute Fund grew by \$666.76 in 2017. Monies in the Tribute Fund are earmarked for community outreach educational events.

In this day and age when members and potential members are spending more time online and on mobile devices, the CCC recognizes the need to reach them where they already are in an effort to retain and engage them. Thus the CCC's newly designed website with e-commerce capabilities was initiated in 2017. The convenience of using computers, tablets and telephones for payments to the organization was enthusiastically embraced. Creating a user-friendly online experience for members and guests resulted in 257 successful orders totaling \$31,045.50 processed through our website during 2017. Fourteen percent of online payments totaling \$4,323.00 were for membership fees and the remainder was for CCC workshops and Community Education classes.

Being sensitive to keeping user's financial information secure, the CCC offers the option to pay with all major credit cards through PayPal or Stripe. The CCC negotiated nonprofit processing fees with both companies and

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was fortunately established with Stripe before they updated their refund policy in September 2017 affecting reimbursement of transaction fees for refunds. Stripe additionally waived transaction fees on the first \$15,000 of processing volume, which the CCC surpassed in October.

The CCC is also using Square Up for on-site credit card processing on an occasional basis, such as at iBAM! or IAHC Christmas Bazaar. Square Point of Sale works with iPhones, iPads and Android phones. Credit cards are swiped with a credit card reader and Square Up then deposits funds from payments into our bank account in one to two business days.



What's Your Point by Mike Kecseg. This piece was on exhibit in the CCC's annual juried show, *Exploration 2017*, at the Newberry Library.

A key component of fiscal sustainability is the commitment of the Board to financial management that includes timely review of financial reports and advance planning. Approval of the annual budget is one of the fundamental building blocks of sound financial management. The Board approved a budget for 2018 which will generate more income than expenses. For the upcoming year, realistic income targets were determined that outpaced expenses resulting in a surplus budget.



Procrastinate Now by Corinna Taylor. This piece was on exhibit in the CCC's annual juried show, *Exploration 2017*, at the Newberry Library.

At times a surplus budget may be most appropriate. If the organization can deliver on a surplus budget, it will have higher net assets at the end of the year and benefit from a stronger financial position.

Different scenarios lead to different decisions about what a budget's bottom line should look like. Due to renovations at the Newberry Library, the venue for our annual exhibit, *Exploration* will not be held in 2018, eliminating those expenses from the budget. Exhibit expenses accounted for ten percent of the organization's total expenses in 2017.

A surplus may also be used to provide funds for paying future obligations or expenses not included in the budget. As a way to demonstrate our commitment to our partnership with the IAHC, we will offer to help finance maintenance and modifications to a room and secure storage area for organizational use. Additionally, the CCC may incur some expenses as we promote awareness of the Community Education calligraphy classes scheduled at the Center.

Revenue isn't the goal of the nonprofit; it is the necessary step in accomplishing the objective of expending money in support of its mission. Building nonprofit reserves is critical to an organization's health. A small budget surplus and reasonable operating reserves are both signs of prudent financial management by a Board who remain dedicated to the financial stability of the Collective. 🍀

The Chicago Calligraphy Collective is a public charity and has received qualification as a tax-exempt corporation under the provisions of the U.S. Internal Revenue Code Section 501(c)(3).

STATEMENT OF FINANCIAL POSITION

Fiscal Year 2017

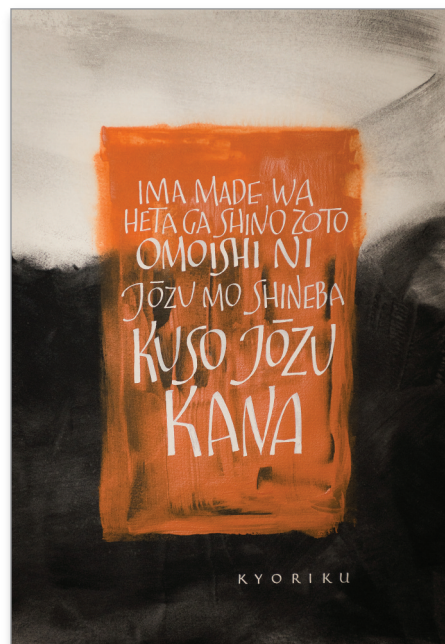
ASSETS

Current Assets		
Checking and Savings		
US Bank Certificate of Deposit		35,558.79
US Bank Expense Account		254.01
US Bank Money Market Account		27,269.87
US Bank Operating Account		
CCC Inklings Fund	625.00	
CCC Tribute Fund	3,843.60	
Operating Account - Other	<u>9,520.37</u>	
Total US Bank Operating Account		13,988.97
Total Checking and Savings		<u>77,071.64</u>
Total Current Assets		77,071.64
TOTAL ASSETS		<u>77,071.64</u>
LIABILITIES AND EQUITY		
Equity		
Opening Balance Equity		56,094.36
Net Income		<u>20,977.28</u>
Total Equity		77,071.64
TOTAL LIABILITIES AND EQUITY		<u>77,071.64</u>

STATEMENT OF ACTIVITIES

Fiscal Year 2017

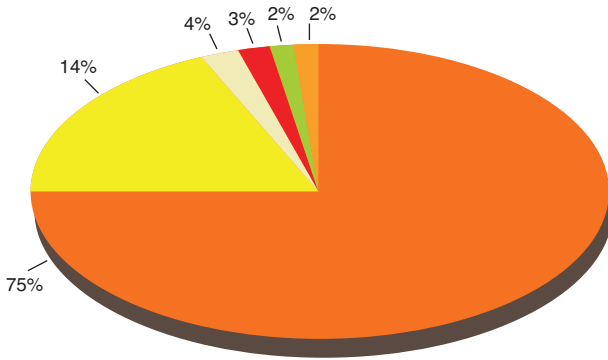
	Operating Account	Tribute Fund	2017 Total
REVENUES AND SUPPORT			
Workshops	36,190.20		36,190.20
Memberships/Subscriptions/ Web Listings	6,901.82		6,901.82
Exhibits	1,940.00		1,940.00
Interest/Administration	1,363.96		1,363.96
Tribute Fund		1,134.72	1,134.72
Community Education	1,004.47		1,004.47
CCC Fundraising	30.00		30.00
TOTAL REVENUES AND SUPPORT	<u>47,430.45</u>	<u>1,134.72</u>	<u>48,565.17</u>
EXPENSES			
Workshops	19,229.26		19,229.26
Exhibits	2,749.09		2,749.09
Operating	1,091.18		1,091.18
Membership	1,065.29		1,065.29
Administration	745.66		745.66
CCC Community Outreach/Goodwill	559.14		559.14
Insurance	483.00		483.00
Tribute Fund Outreach		467.96	467.96
Website	416.03		416.03
Inklings Grant	300.00		300.00
Membership Meetings	267.24		267.24
Newsletter	214.04		214.04
TOTAL EXPENSES	<u>27,119.93</u>	<u>467.96</u>	<u>27,587.89</u>
Change in Net Assets	20,310.52	666.76	20,977.28
Net Assets Beginning of Year	52,917.52	3,176.84	56,094.36
Net Assets End of Year	73,228.04	3,843.60	77,071.64



Japanese Death Poem by Matthew Wright. This piece was on exhibit in the CCC's annual juried show, *Exploration 2017*, at the Newberry Library.

REVENUES AND SUPPORT

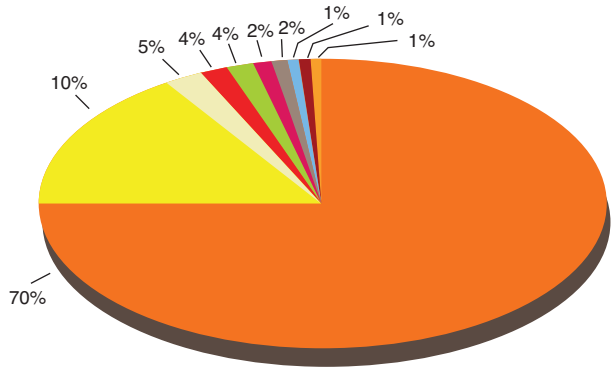
Fiscal Year 2017



- Workshops
- Memberships
- Exhibits
- Interest/Administration/Fundraising
- Tribute Fund
- Community Education

EXPENSES

Fiscal Year 2017



- Workshops
- Exhibits
- CCC Community Outreach
- Tribute Fund Outreach
- Inklings Grant
- Membership
- Administration/Insurance
- Membership Meeting
- Newsletter

BUDGET OF ACTIVITIES

Fiscal Year 2018

	Operating Account	Tribute Fund	2018 Total
REVENUES AND SUPPORT			
Workshops	21,778.40		21,778.40
Memberships/Subscriptions			
Web Listings	5,526.85		5,526.85
Tribute Fund		330.00	330.00
Interest	300.00		300.00
TOTAL REVENUES AND SUPPORT	27,605.25	330.00	27,935.25
EXPENSES			
Workshops	19,190.00		19,190.00
Membership	1,550.00		1,550.00
CCC Community Outreach/Goodwill	760.00		760.00
Exhibits	680.00		680.00
Membership Meetings	575.00		575.00
Website	504.09		504.09
Insurance	490.00		490.00
Newsletter	376.16		376.16
Tribute Fund Outreach		330.00	330.00
Inklings Grant	200.00		200.00
Administration	180.00		180.00
Operating	100.00		100.00
TOTAL EXPENSES	24,605.25	330.00	24,935.25
Change in Net Assets	3,000.00	0.00	3,000.00

Credits

Thank you to all the Officers and Directors for diligently preparing their summaries for this Report.

A very special thanks to:

Patricia Kutz and Mary Zabrin for compiling the copy and images for this report; to Linda Hancock for her expert proofreading skills; to Lindsey Hook and Alicia Marquez for supplying photos; and to Julie Wildman for the design and production of this publication.

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The CCC logo was designed by Timothy Botts.



4626 North Knox Avenue
Chicago, Illinois 60630
www.chicagocalligraphy.org
www.facebook.com/ChicagoCalligraphyCollective