

AUBURN OLD TOWN GALLERY 218 Washington St. • Auburn, CA 95603 AGENDA
General Meeting • July 20, 2011 • 7 pm

1. Please sign the attendance sheet: Meeting called to order.
2. Approval of Agenda: *Motion to approve the Agenda from Stacy Lamothe and seconded from Dorene Kidd with no revisions;*
3. Review and Approval of Minutes from May 18, 2011: *Motion to approve the of Minutes from May 18 2011 from Patty Pieropan-Dong and seconded from Gail Morgan with no revisions;*
4. President Report, Rebecca Martinez
 - 4.1 Welcome to *Jenny Stepp and Joan Seton who was a gallery member before.*
 - 4.2 KC Hannah leave of absence request: *KC Hannah asks the Gallery board for a leave of absence until the end of September 2011. The Board granted her request. Patty Pieropan-Dong is working with Pam Snyder to fill KC Hannah's schedule.*
 - 4.3 Elaine Rothwell feature artist display: *The Gallery was saddened by the passing of Elaine Rothwell June 1 2011. Her Family has allowed to her artwork to stay in the gallery until the end of July 2011. Gail Morgan has worked with the family and is the liaison for the gallery. So if there is a print you have liked and don't see it hanging please contact Gail Morgan. Please note that some of her work that is hanging is not for sale at the request of the family. Elaine's artwork can be found on the cover of Perspectives.*
 - 4.4 Art Tech Geek workshop results: *The first workshop June 29 2011 helped produce a "Communications Strategy for the gallery – looking at new technology to draw younger artists and younger customers to the gallery. The second workshop held July 6 2011 focused on the online "Artist Registry" which allows artists to enhance their web page or to create a web page if they do not have one. The registry allows artists to showcase up coming events using the calendar link that is on each artist page.*
 - 4.5 Possible additional gallery shifts: *Dave Berry had sent Rebecca Martinez an email explaining how at the end of the shift on Saturdays it seems extra busy and maybe there should be an additional shift for the end of day. The board agreed and brings the discussion to the general membership. The board along with the members also agree that an extra shift will help with customer services and theft reduction. A motion to add two extra shifts a year was brought forward by Dorene Kidd and seconded by Lorelee Love and approved. Each extra shift will be Saturday 6 -9. Motion carried. Some discussion followed about Staffing issues on Fridays and Sundays. The general consensus is to wait and see how customer flow is during the winter months and if extra staffing is needed. Please follow up with Pam Snyder by email for shifts that need to be covered.*
 - 4.6 Sunshine Fund update: *The board made a recommendation and approved to give the Sunshine Fund \$500.00 to purchase cards and flowers for gallery members and families during times of illness and death.*
 - 4.7 Credit card processing update: *Keith Smith as signed the new contract with new credit card system that is intergraded with the gallery's POS system. ETA for install is*

three weeks. If you need more information until it's installed you may contact Keith Smith for more details.

4.8 Security camera status update: *We are still waiting for a quote.*

4.9 Printer malfunction: *Please do not use the printer with any other device other than the gallery's computer or change the settings. Changing settings may cause the printer to have errors. If a member experiences printer problems please make sure all cables and cords are connected and secure. If cables and cords are then turn the printer off for 30 seconds then turn on. Some the problems may be avoided by using the right side of the cubby holes in the counter where there are less cables and cords to knock about.*

4.10 Secretary Position and all positions in general: *The position for the gallery secretary will be open due to Stephen Lentz will be teaching Monday nights starting in September 2011. If you are interested please contact Patty Pieropan-Dong. Rebecca Martinez reminded the membership about the job sheet that was passed out at the last meeting and to think about other positions that members could do or fill.*

4.11 Best of Best thank you Reif for framing certificate: *Thank you Gail Morgan and Nancy Foster for attending the Best of the Best awards banquet and representing the OT Gallery. All the members Thanked Reif Erickson for doing a wonderful job in matting and framing the 2011 Best of the Best certificate.*

5. Vice President Report, Patty Pieropan-Dong: *There is no report. She did let the membership know that she will be gone for the month of August.*

6. Treasurer Report, Lance MacKenzie

6.1 Report: *Motion to approve the Treasurers Report to include the Sales Comparison Report – Cash Flow by Sonja Hamilton and second by Stacy Lamothe.*

7. Secretary Report, Stephen Lentz

7.1 September Sale: *Stephen Lentz brought up for discussion the necessity for a September sales event and if so the length of the sale.*

8. Membership Committee Report, Lorelee Love

8.1 Jury new potential members:	<i>Ellen Huls</i>	<i>yes</i>
	<i>Ardith Gray</i>	<i>yes</i>
	<i>Robert Waters</i>	<i>yes</i>
	<i>Sandy Delehanty</i>	<i>yes</i>
	<i>Olivia Huls</i>	<i>Yes</i>
	<i>Nancy Hakala</i>	<i>Yes</i>
	<i>Sharyn Miller</i>	<i>no</i>
	<i>Janet Joslin</i>	<i>Yes</i>

9. Publicity Committee Report, David Ottman/Carol Bellamy

9.1 Featured Artists: *Featured Artists: At the time of the board meeting 2 artist were still needed for November*

9.2 Published stuff: *The Best of the Best - Auburn Journal supplement. Also the new Perspective has an article on the Gallery and the cover features Elaine Rothwell's art on the cover. Best of the Best: Nancy Foster and Gail Morgan attended the award event and received the award that is hanging in the gallery.*

9.3 Tally Sheets

10. Special Events Committee Report, Jaime Baxter 10.1 July Art Walk

10.1 *The art walk is August and please remind artist to come down to support artist on display and the Gallery by telling friends and family. Also we started conversations for the September Sale and staffing issues. Post cards will be ready to mail out and Keith will work on sending out an email blast.*

11. Display Committee Report, Gail Morgan:

11.1 Wall Artist: *Gail Morgan reported that there are 60 working artist. The gallery has 40 full wall spaces and 10 haft wall spaces that are filled. In her report she noted that is the most half spaces the gallery has had in a while.*

12. Facilities Committee Report, Christina Salazar

12.1 Track Lighting update: *Christina Salazar reported that the track lighting in the center front is still having problems. She has contacted an electrician who will come out when the problem occurs. She request if you are on shift please contact her at 916-715-9424 when the lighting starts to blink and she will contact the electrician.*

13. Other Committee Reports (may be in writing or via other board member)

14. New Business

15. Greater Good Announcements

16. Upcoming Meeting Schedule

16.1 Next General Membership meeting Wed. July 20, 7 pm

16.2 Next Board Meeting Monday August 22, 6 pm (note unusual date)

17. Adjourn (Time budget total) 1.5 hrs 7/21/11