

- DRAFT -

AUBURN OLD TOWN GALLERY
218 Washington St. • Auburn, CA 95603
AGENDA
Board Meeting •September 19, 2011 • 6 pm

1. Roll Call - present –Lance MacKenzie, Rebecca Martinez, Gail, Morgan Lorelee Love , Patty Pieropan Dong, Jaime Baxter, Carol Bellamy, Janet Nicholson
Christina Salazar absent

2. Approval of Agenda – motion made by Lorelee Love and seconded by Patty Pieropan Dong to approve agenda. Passed unanimously.

3. Review and Approval of Minutes from August 22, 2011
clarification - Judy Thompson will take a six month leave and may come back on top of 3D waitlist in six months. She will take work out and not pay rent. This is not technically a leave of absence but a resignation.

Motion made to approve minutes as amended by Lorelee Love and seconded by Carol Bellamy.
Approved unanimously.

4. President Report, Rebecca Martinez
Agenda policy – Order of presentation
4 executive board members - President, Vice President, Secretary and Treasurer will present first.
Other board members on committees will present in order of requests submitted.

It was suggested to email ahead if you can't make the meeting to be sure we have a quorum.

5. Vice President Report, Patty Pieropan-Dong
no report

6. Treasurer Report, Lance MacKenzie
Year on par. Nothing unusual.
Motion made by Patty Pieropan Dong and seconded by Lorelee Love to accept report. Passed unanimously.
Lance will rework reconciliation report for new merchant services – no daily settlement any longer so he will have to do it by the month.

Theft Keith Smith 2 scarves- \$80., Lorelee 2 hearts \$28, Judy Thompson over several months lost playing cards, address book, 11 matchboxes, baby locks total \$72. Total payout \$180. This amount will cut into self insurance by \$105. Lance will itemize a list by artist.

Motion made to pay theft claims by Lorelee Love and seconded by Patty Pieropan Dong. Passed unanimously.

The sales report is not on the gallery website – check with Ann Ranlett to see who gives her the pdf to post.

7. Secretary Report

7.1 Position update – Janet Nicholson will act as secretary through rest of the year. Janet will get the sign in board from Steven Lentz for the membership meeting. Lorelee requested that name tags be worn at membership meetings so new members can learn the names.

8. Publicity Committee Report, David Ottman (absent) Carol Bellamy

8.1 Featured Artists program for 2012

Carol will email membership for feature artists in 2012.

Possible changes for 2012 were discussed.

- a. Lectures and demos featuring one artist at a time that month.
- b. Feature a guest artist of the month from outside the gallery. Possibly someone who wants to be a new member.
- c. Feature by mediums – ie clay one month, glass one month, jewelry one month.

Changes should be discussed and voted on at a general meeting; however a committee should discuss new ideas first. Patty Pieropan Dong will ask for members to join a temporary subcommittee at Wednesday's general membership meeting.

8.2 future of publicity team (should we have a plan to advertise in publications regularly and maybe have a budget for that)

Budget for publicity.

Article 2 section 7 states that the board can authorize usual expenses without approval; however, the board needs to be involved in large publicity expenses. It was suggested to plan a list of publications first then make a budget of around \$2,600 annually.

We have advertised with Visitors Guide, Food Wine and Art, Sierra Heritage in the past.

Lance provided a list of paid advertising from 2010.

Loryll Nicolaisen is leaving Auburn Journal. She has been a huge supporter of articles on the arts.

Rebecca was queried to do one to three minute spots on public TV. for \$26,000.

KCRA has solicited us to advertise on their website.

Redefining when a board member leaves was discussed– We need a policy to extend the old board member one or two months into the new year to train the new person.

It was agreed that each member would create a job description and file it in the lower file cabinet.

Display and Membership both have files already. This description should be available and emailed to Rebecca Martinez and Jay Stargaard.

9. Membership Committee Report, Lorelee Love

9.1 New member announcement and reception dates

We have three new members - Sandy Delahanty, Nancy Hakala and Ardith Gray

Lorelee would like to have a reception for the three new artists. November was suggested as a better alternative to October. Lorelee will check on dates. Motion made by Gail Morgan and seconded by Patty Pieropan Dong to spend \$50. on the reception for food and music for up to two new member receptions per year.

Pam Snyder requested that she be informed of members leaving the gallery as soon as it is confirmed so that she can adjust the scheduling for time in the gallery.

Christina featured artist brought in new wall art for her featured month. Is that OK without being juried in? Yes, bring it in for featured time then jury in after. Members can jury in new work any time. If an artist would like to broaden their medium for their featured artist month, they should be encouraged to do so.

9.2 New member jury postponed from November to January 2011

10. Special Events Committee Report, Jaime Baxter

10.1 OTBA report – Jaime did not attend but checked website for event listings.
Classic Car Show Sept 29 5 to 9. Last year this event did not bring buyers into the gallery.
Wine Festival Oct 8 - We are not involved as a gallery this year.
Antique Fair October 16

10.2 Art Walk

The Artwalk will be held Thursday Oct 13. Jaime will email membership for food donations.

Christmas Party – Will be held at Gail Morgan's Woodside Mobile Home Park.
She requested more help for clean up. Gail will ask for a date and contact Jaime.
It has been suggested that only one game be played so that there will be more time for visiting.

11. Display Committee Report, Gail Morgan
no report

12. Facilities Committee Report, Christina Salazar (absent)
no report

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

13.1 Gallery security cameras – Rebecca got a ballpark quote from Garland.- Security Design Six
One omni directional and the rest fixed.
Add \$600 for hard drive for security system. Ty looked it over. Keep data on file for a certain time.
Lance do we have the money? 10,000. In savings – one time expense from savings. Yes. Get Ty to
explain the quote. Need more information. Maybe present at membership meeting.

14. New Business
no new business to discuss

14.1 Board positions next year and Nominations
Jay Stargaard will head the committee. Rebecca Martinez thanked everyone for their support on the
board this year.

15 Upcoming Meeting Schedule

15.1 Next General Membership meeting Wed. September, 21, 7 pm

15.2 Next Board Meeting Monday October 17, 6 pm

16. Motion made to adjourn by Gail Morgan and and seconded by Patty Pieropan Dong.
Adjourned at 7:39