

**- DRAFT -**

## **Auburn Old Town Gallery**

Board Meeting Minutes, January 2012

**1.Meeting was called to order at 6:10PM**

2.Introduction of officers

**President-Sonja Hamilton  
Vice President-Patty Dong  
Secretary-Ardith Gray  
Treasurer-Lance MacKenzie**

**Board Members:**

**Membership - Lorelee Love  
Treasurer-Lance MacKenzie  
Publicity-Jay Stargaard for  
Display-Gail Morgan  
Special Events-Nancy Hakala  
Christine Salazar-Facilities**

3.Reading and Acceptance of minutes from December, no meeting in December.

January are available.

**4.Treasurer's report**

see attachment 1.

A motion was made by Lorelee Love to accept the Treasurer's (Lance MacKenzie)

report and Gail Morgan seconded it.

Motion was passed.

Treasurer's report accepted. Kudos to Lance for expert accounting.

Discussion: Lance's accounting contract was discussed and the amount agreed to

be paid monthly is \$400.00. The motion was put forward by Lorelee Love to prepare the

contract and was seconded by Gail Morgan. The contract must be passed by 2/3

vote by general membership.

see attachment 2. copy of Lance Mac Kenzie's contract. (NEEDED)

Lance explained the "Cash flow reports", and "2010 and 2011 and also "Gallery

Reconciliation".

see attachment 1.

Theft report: Broken items and stolen items were discussed and the bylaws

covered the situation regarding this matter.

Discussion: a motion was made by Lorelee Love to reimburse the artists and

prescribed in the bylaws and Gail Morgan seconded the motion.

Motion passed.

**5.Committee reports:**

**a.DISPLAY: Gail Morgan:**

Discussion: Protocol for Artists leaving the Gallery.

When switching walls with another artist, each

Artist must paint and spackle the entire wall where artwork was displayed, paint

is available. Prairie Green, Filbert and Moon Dance.

Protocol for exchanging spaces within the Gallery artist.

1. Discussion between artists.

2.Approval from Lana Federico and Gail Morgan for move and move time.

3.Artists establish between themselves a time for the move.

Discussion: Gail reminded the Board regarding the 42" Wheel Chair law.

Nancy Hakala suggested that a quotation be painted on the walls above the

windows by Chris Foster.

Discussion:Tabled for later date.

Jay Stargaard suggested that the colors might be changed in the Gallery.

Gail responded: "We have the specific colors which are used". but when we run

out of paint

we can address the subject of color choice at that time.

Space sizes were discussed.

**b.MEMBERSHIP: Lorelee Love:**

1.7 Artists are to be juried for membership at General Meeting,

Wednesday,

1/18/12

**c.FACILITY:Christina Salazar:**

Electricians were contacted for a bid to to upgrade or repair the track lighting

the electrical wiring in the attic. The original cost was \$800.00. Our landlord, Vern Johnson paid for

the repair and will upgrade the electrical wiring in the attic.

Christina will get a new curtain for the stereo/storage area.

Need to order small stickers

Back door currently not blocked by neighbors .

Place as sign over the door that reads "Emergency Exit. Keep Clear"

**d.PUBLICITY:Jay Stargarrrd** (substituting for Carol Bellamy)

Publicity schedule for 2012. attachment 3.

Marketing-Projecting 2012. attachment 3.

Discussion:New ways to bring people to the gallery.

Posters- \$25.00 per month for three posters to advertise each of our events.

Brochure which would have all the gallery artists.

Advertising in existing publications or additional publications.

Discussion tabled.

5% off for customers who bring friends in. Lance MacKenzie replied " it would be

a book keeping nightmare.

Would like to have a "Projected spending" allowance.

Will come up with a "Projecting spending" allowance for advertising and marketing.

**e.SPECIAL EVENTS: Nancy Hakala**

Discussion: Nancy provide a provided a provisional "Special Events Calender" attachment 4.

Some of the events were tabled for further discussion at a later time.

"Taste of Chocolate", Sunday, February, 12, 2012 - 1PM to 4PM

Need helpers and "Sign Up Sheet" for members to provide the chocolate items

ask for volunteers at general meeting.

"VIP"/"Art Walk" Lance MacKenzie made a motion that the \$50.00 allocated to the "Featured Artist" Money for food be changed. The \$50.00 would be used for music for the "Art Walk" reception and the members of the gallery will provide the food. This motion was seconded

by Jay Stargard.

Motion passed.

Friday, March 23, 2012 from 5PM to 9PM

Music - (Debra Pittman will be contacted)

Refreshments - tba

f.OLD BUSINESS:Lance MacKenzie explained the Security progress. TOTAL COST.

Customer service for gallery members to be emphasized at general meeting.

1/18/2012

A motion was made by Ardith Gray that a \$50.00 gift certificate given to the

managers of Woodside Village Mobil Home Park for appreciation for the Christmas

party.

The motion was seconded by Gail Morgan.

Lance made a motion that a gift certificate of appreciation be given to the

landlord, Vern Johnson. Motion seconded.

Meeting was adjourned at 9:10