

**- DRAFT -**

**May 15, 2013**

**Old Town Gallery Membership Meeting**

**President: Cherie Danzer**

Meeting called to order 7:07

**Vice President: Patty Pieropan Dong - no report**

**Secretary: Ardith Gray**

Minutes will be sent to the membership for approval and correction.

Motion to resend the minutes - Patty Pieropan Dong

Seconded - Gail Morgan

**Treasurers: Lance MacKenzie**

YTD \$716.26

**Committee Reports:**

**Display: Gail Morgan - no report**

**Membership: Lorelee Love - absent**

**President: Cherie Danzer** - Introduction of new members

Susan Polstra - watercolor, photography

Barbara Steffen -jewelry

Fred Craig - Photography

**Publicity: Rebecca Martinez** - Janet Nicholson was the substitute: nothing to report.

**Special Events: Jennifer Lile - absent**

**Facility: Christina Salazar**

Called Vern Johnson, Landlord, he will paint the front door.

Keven Jellison, electrician, fixed other outlet in small room, Suite A

Carpets will be cleaned; May 22, 2013.

Ordered 2000 small stickers.

Lights ordered from General Wholesale, Auburn, CA.

3 - MR16 W LED

3 - 15W PAR 30 CFL MED 120 V

Jenn Norpchen, display committee member, wants to slowly transition into using all LEDs.

Two transformers (\$65.00) were ordered for the tall case by the front door.

**Old Business:**

**Membership Agreement revisions** - presented by past president : Sonja Hamilton

**A. General Guidelines revisions:**

7. Each members name must appear on the staffing calendar for at least two shifts per month, averaged over the calendar year. If a member trades with another member, or arranges payment for work, the substitutes name must be written on the calendar.

8. A \$100.00 fine will be levied for each missed shift. In the event of extenuating circumstances, the fine may be appealed in writing to the Board of Directors for review.

**B. Monthly Rent**

2. The monthly rent id\ s deducted from the net amount of monthly sales payable to members unless the member has informed the Treasurer of a preference for paying rent by check. If the monthly net sales are less than the member's rent the member is required to submit a check for the difference by the 15th of the month. Rent received after the 15th is subject to a \$15.00 late fee. The Treasurer may waive the fee for extenuating circumstances.

### **C. Floor Time Staffing the Gallery**

1. Each gallery member is expected to work as host or salesperson in the gallery for approximately 8 hours per month, with one or more additional shifts per year.
2. Each gallery member is expected to volunteer for two Special Events during the year.
5. With the approval of the Board of Directors, non-members may staff for a gallery member, provided the non-member has been trained in gallery and POS procedures.

6. Remove

9.f Special Projects : remove

### **D. Additional Member responsibilities and privileges**

9. Members who observe issues with new or existing work including workmanship, flaws or damage will provide the courtesy of contacting the artist to resolve the issues as soon as possible. If the artist is unavailable or unapproachable then the members should contact and describe the issue to the display committee who will attempt resolution. If there is any difficulty resolving the issue, the Display Committee will forward the problem to the Board of Directors through an incident report.

**F. Members Emeritus - remove this section.**

### **G. Lay aways**

The customer must pay for one layaway (which may include multiple pieces) before initiating a new one. Customer must pay 1/3 down and complete the sale within 90 days.

These changes were unanimously accepted. 36 yea and 0 no. Cherie and Kenny Danzer will correct any punctuation /spelling mistakes and renumber the document. Members who were not present at the meeting have till 6/15 to get their ballots in and to vote for all proposals or each individual proposal – either a YES or NO

The June art walk - The clay artists will participate in a gallery wide show. "Summer Clayfulness".

The counter top will be installed May 20, 2013 -6AM. Cherie Danzer will open the gallery for the installation.

### **New Business:**

Paula Amerine will be the new Chamber of Commerce liaison.  
Stacey Lamothe will be the new person to schedule new member POS training.

### Announcements:

I will have to contact the members that had announcements.

Motion to adjourn the meeting:

Anita Lowe

Seconded: Stacey Lamothe

meeting adjourned at 8:15

**Respectfully submitted**

**Secretary OTG**

**Ardith Gray**

Anita lowe made the motion to adjourn and stacy seconded. I thought you found the minutes you took?? Kenny said you called back and said you found them. The entire gallery carpets will be cleaned tuesday the 21st. There were 36 members there, one came in late Liz collins and I checked her off. Also put in that members who were not there

have till 6/15 to get their ballots in and to vote for all proposals or each individual proposal a YES or NO. Some members have sent in a written ballot already. Just bundle announcements. Shows and memorials were announced at the end of the meeting by members. I remember some but I would just bundle them. Make these changes and I think you've got it. I will look through my stuff but I swear Kenny said you found your copy???. Thanks for all your help with the presentation. Cher Was Linda Miller commenting on the vote we took on the Easley thing?? It was \$10 dollars and 10%

-----Original Message-----

**From:** [Ardith Gray](mailto:Ardith Gray)  
**Date:** 05/16/13 12:02:10  
**To:** [mismetalmoose@sbcglobal.net](mailto:mismetalmoose@sbcglobal.net)  
**Cc:** [ardithgray@sbcglobal.net](mailto:ardithgray@sbcglobal.net)  
**Subject:** Re: 5/15/ membership meeting

Hi Cherie: I can't find my minutes from last night. I hope you gave them. However, I completed these from my memory and notes on my membership agreement. Please take a look and let me know if changes need to be made.

From: Ardith Gray <[ardithgray@sbcglobal.net](mailto:ardithgray@sbcglobal.net)>  
Subject:  
To: [ardithgray@sbcglobal.net](mailto:ardithgray@sbcglobal.net)  
Cc: [ardithgray@sbcglobal.net](mailto:ardithgray@sbcglobal.net)  
Date: Thursday, May 16, 2013, 2:48 PM

**May 15, 2013**  
**Old Town Gallery Membership Meeting**

**President: Cherie Danzer**  
Meeting called to order 7:07

**Vice President: Patty Pieropan Dong - no report**

**Secretary: Ardith Gray**  
Minutes will be sent to the membership for approval and correction.  
Motion to resend the minutes - Patty Pieropan Dong  
Seconded - Gail Morgan

**Treasurers: Lance MacKenzie**

YTD \$716.26

**Committee Reports:**

**Display: Gail Morgan - no report**

**Membership: Lorelee Love - absent**

**President: Cherie Danzer** - Introduction of new members

Susan Polstra - watercolor, photography

Barbara Steffen -jewelry

Fred Craig - Photography

**Publicity: Rebecca Martinez** - Janet Nicholson was the substitute: nothing to report.

**Special Events: Jennifer Lile - absent**

**Facility: Christina Salazar**

Called Vern Johnson, Landlord, he will pain the front door.

Keven Jellison, electrician, fixed other outlet in small room, Suite A

Carpets will be ;cleaned; May 22, 2013.

Ordered 2000 small stickers.

Lights ordered from General Wholesale, Auburn, CA.

3 - MR16 W LED

3 - 15W PAR 30 CFL MED 120 V

Jenn Norpchen, display committee ;member, wants to slowly transition into using all LEDs.

Two transformers (\$65.00) were ordered for the tall case by the front door.

**Old Business:**

**Membership Agreement revisions** - presented by past president : Sonja Hamilton

**A. General Guidelines revisions:**

7. Each members name must appear on the staffing calendar for at least two shifts per month, averaged over the calendar year. If a member trades with another member, or arranges payment for work, the substitutes name must be written on the calendar.

8. A \$100.00 fine will be levied for each missed shift. In the event of extenuating circumstances, the fine may be appealed in writing to the Board of Directors for review.

**B. Monthly Rent**

2. The monthly rent id\ s deducted from the net amount of monthly sales payable to members unless the member has informed the Treasurer of a preference for paying rent by check. If the monthly net sales are less than the member's rent the member is required to submit a check for the difference by the 15th of the month. Rent received after the 15th is subject to a \$15.00 late fee. The Treasurer may waive the fee for extenuating circumstances.

**C.Floor Time Staffing the Gallery**

1. Each gallery member is expected to work as host or salesperson in the gallery for approximately 8 hours per month, with one or more additional shifts per ;year.

2.Each ;;gallery member is expected to volunteer for two Special Events during the year.

5. With the approval of the Board of Directors, non-members may staff for a gallery member, provided the non=member has been trained in gallery and POS procedures.

6. Remove

9.f Special Projects : remove

**D. Additional Member responsibilities and privileges**

9. Members who observe issues with new or existing work including workmanship, flaws or damage will provide the courtesy of contacting the artist to resolve the issues as soon as possible. If the artist is unavailable or unapproachable then the members should contact and describe the issue to the display committee who will attempt resolution. If there is any difficulty resolving the issue, the Display Committee will forward the problem to the Board of Directors through an incident report.

**F. Members Emeritus - remove this section.**

**G. Lay aways**

The customer ;must pay for one layaway (which may include multiple pieces) before initiating a new one. Customer must pay 1/3 down and complete the sale within 90 days.

These changes were unanimously accepted. 35 yeas and 0 no. Cherie and Kenny Danzer will correct any punctuation /spelling mistakes and renumber the document.

The June art walk - The clay artists will participate in a gallery wide show. "Summer Clayfullness".

The counter top will be installed May 20, 2013 -6AM. Cherie Danzer will open the gallery for the installation.

**New Business:**

Paula Amerine will be the new Chamber of Commerce liaison.  
Stacey Lamothe will be the new person to schedule new member POS training.

Announcements:

I will have to contact the members that had announcements.

Motion to adjourn the meeting:

Anita Lowe

Seconded: Stacey Lamothe

meeting adjourned at 8:15

**Respectfully submitted**

**Secretary OTG**

**Ardith Gray**