

Auburn Old Town Gallery Board meeting  
November 18, 2013

President: Cherie Danzer  
called the meeting to order at 6:04 PM

Attendance: All board members were present.  
Guest: Michelle MacKenzie

Secretary: Ardith Gray  
Minutes from October 21, 2013 were sent out to board members. November 1, 2013.  
A motion was made by Lorelee Love to accept the October 21, 2013 Board meeting minutes.  
Seconded by Christina Salazar.  
Minutes accepted.

Treasurer: Lance MacKenzie: See attached treasurers report.  
A motion to accept the treasurer's report: Patty Pieropan Dong.  
Seconded by Gail Morgan.  
The treasurer's report was accepted as read.

One of the gallery members was unable to take a sale using 1/2 credit card and 1/2 cash.  
The customer left the gallery without purchasing the item. Patty Pieropan Dong with  
chat with Keith Smith about the matter and also discuss it with the member in question.

Barbara Hoffman has not paid for her missed shift. We do not have a policy to collect for  
a missed shift. She is also behind in her rent. A member can be asked to leave the  
gallery for not paying the rent. Beverley Steele missed a shift. Cherie Danzer will talk  
with Beverley Steele regarding missed shift.

Computer discussion: The quotes acquired by Jerry Berry is approximately \$2300 and  
\$3300.. Cherie Danzer could not open the file to get the exact numbers. Do we want a  
completely new POS system?

Rebecca Martinez: Does the quote \$3300. include an up graded system?

Lance MacKenzie: We will be paying more because the company, Centek, will install  
and follow up with installation and training. Lance feels like we should go ahead with  
the upgrade.

Rebecca Martinez made a motion that the board should recommend to the General  
Membership that we should purchase the all new POS system at a cost of approximately  
\$3300.

The motion was seconded by Jennifer Lile.

Motion passed.

Rebecca Martinez made a motion to offer membership free rent in December to address  
the excess profit from the gallery's income.

Patty Pieropan Dong seconded the motion.

Motion passed to take the subject to the membership for a vote.

Vice President: Patty Pieropan Dong, will talk with Barbara Hoffman about her missed shift.

Committee reports:

Display Director: Gail Morgan

Stace Lamothe and Dianne Van de Carr will switch places.

Rief Erickson and Susan Stoll will switch places.

Liz Collins and Chris Foster will switch places.

Lana Federico chatted with Doreen Kidd about a switch with Marjan Kluepfel, but was unable to contact Marjan Kluepfel personally.

Facility Director: Christina Salazar

Christina will make sure the gallery is well stocked for the holiday season with ribbons, boxes and bags.

Publicity Director: Rebecca Martinez

There will be one more poster before the end of the year. She would like to spend \$180.00 to increase the Eblast budget.

There is information on the Gallery Website regarding adding pictures to the Website.

Lorelee Love asked if Rebecca Martinez could write out a sheet of tips and directions for adding information to the Website to be placed in the New Members Packet.

Rebecca Martinez: Can Rebecca have a copy of the New Member Packet? Included in the New Member Packet are the following: Hanging guide, Bylaws, Membership rules, Member roster and job descriptions. The Website instructions would be a new addition to the existing Membership rules.

Special Events Director: Jennifer Lile

During Country Christmas, December 13 and 21, 2013 - 5PM to 9PM, the gallery will have an ornament signing. Jennifer will ask for helpers at the Membership Meeting.

We need lighting for members who are going to demo. Barbara Steffen will be doing a demonstration. Cherie Danzer will bring a LED lantern. Jennifer Lile will talk with Linda Robinson regarding the lighting. There is \$75.00 available to spend on the event.

December 10, 2013 is date for the 2013 holiday dinner at Woodside Mobile Home Park.

Jaime Baxter is handling the caterer. The cost of the dinner is \$18.00. Please put your check in Jaimie's lock box in the closet. The menu is Vegetarian-vegan, beef or chicken.

If you wish to participate in the gift exchange please bring a gift with the value of \$25.00. To insure everyone gets a gift that brings one a ticket will be given to each person that brings a gift. Please do not take a gift if you don't bring a gift.

Please BYOB. We will rent glasses from the liquor outlet.

Old Business: Computer - has already been discussed.

New Business: Cherie Danzer will talk with Beverley Steele.

Please call Jaime Baxter to be sure that she is running for Special Events Director.

Nominations for 2014 OTG officers will be taken from the floor at the Membership

Meeting.

Rief Erickson did a great job as heading up the nominating committee.

Nancy Johnson has offered the gallery a new two year lease without a raise in rent.

We only have one filter outside for the air conditioner.

Lance MacKenzie: We need 75% of the membership to vote concerning the Bylaws. He doubts that we will have that many at the membership meeting. We will consider a majority of the members in attendance.

A motion made by Patty Pieropan Dong to bring the proposed changes to Bylaws to the membership for approval.

Seconded by Lorelee Love.

All board members approved except one - Rebecca Martinez.

Motion to adjourn: Patty Pieropan Dong

Seconded: Gail Morgan

Meeting Adjourned at 7:20 PM

Respectfully submitted

Ardith Gray

OTG Secretary