

Auburn Old Town Gallery
218 Washington St., Auburn, CA. 95603
General Membership Meeting Minutes
November 11, 2018

Call to Order: This meeting was called to order at 6:35 pm.

Secretary – Approval of Previous Meeting Minutes, Diane Tharp: The amended minutes for the September 17, 2018 General Membership Meeting were approved. The motion was made by Chris Foster and seconded by Patty Pieropan Dong.

Vice President’s Report, Patty Pieropan Dong: Patty had nothing to report.

Treasurer’s Report, Lori Humphrey: Lori was absent, so Patty reviewed the Cash Flow Comparison Report for 1/1/2017 through 10/31/2018. The gallery’s cash inflow is down \$8,698.51 from last year at this time. There were many questions about the report that Patty was not able to answer. Dorene Kidd made a motion to not accept the report and wait for clarification. Matt Konar seconded the motion, and this motion was passed. Shoshana will talk to Lori regarding the questions and concerns about this report.

Committee Reports:

Membership, Ardith Gray: Ardith welcomed returning artist Neal DeVore, woodturner. Ardith currently has two prospective artists for jurying in January. Gallery members are encouraged to share the Call to Artists and invite artists to apply.

Publicity, Susan Stoll: Susan thanked her Publicity Committee members for all their work and also thanked the gallery members for submitting their images of artwork for publicity. The committee is actively promoting the gallery on social media and press releases.

Events, Dianne Van de Carr: Auburn’s Classic Christmas is scheduled for the evenings of December 8th and 15th. The gallery will have a booth in front of the gallery and will serve hot cider and display examples of art from the gallery. There will also be artist demonstrations inside the gallery. Dianne will be signing up volunteers for these and future events.

The January Featured Wall theme will be our “New Artists”. There will be a reception on Friday, January 18th, from 6-9 pm. In February, the theme will be “I Give You My Heart”, in tandem with Taste of Chocolate. Participation in the Taste of Chocolate requires 250 \$2 chocolate treats. Ingredients, their sources, and the address of the preparation kitchen must be submitted. This year Dianne is suggesting that the gallery give out ceramic hearts that participants can paint themselves in the gallery instead of making chocolate treats. Chocolate kisses will also be passed out. The date for this event is not yet determined.

Please let Dianne know if any gallery member or family member should receive a card from the gallery. She has sent a card to our landlord, Nancy Johnson, who had back surgery.

Display, Linda Miller: Linda will be undergoing treatment for cancer. She has prepared the Featured Wall themes for 2019 and has scheduled all the gallery space moves for the next 6 months. We all hope to support Linda at this difficult time.

Old Business:

Happy Calls for sales: Calls to artists for sales over \$50 are still not being made in all cases. The Happy Calls form should be filled out as a record of these sales. Some members save the price sticker from the sale for reference since there is not a sales slip retained by the gallery. Keith Smith will send out directions for looking up past sales, and these directions will be put in the manual. It is also helpful to give the customer the artist's business card or include the business card in the gift box. Remember to keep your business cards stocked in the artist business card file.

Volunteer Hours: Gallery members need to remember that it is a requirement to volunteer for at least 2 special events each year, and volunteer hours need to be recorded in the Volunteer Hours Record Book. Chris Foster monitors these volunteer hours and membership meeting attendance. January marks the start of the new year for volunteer hours. Members who do not do their 2 volunteer events will be asked to work extra shifts.

Security System: Keith Smith is researching a new security system. Our current cameras are not usable. ADT (our current alarm company) can provide a system with 4 cameras which would live feed to the monitor. With a discount the cost would be about \$930. The monthly fee would be about \$51. Keith will also look into other systems.

New Business:

Gift Wrapping: The side counter should be kept clear for gift wrapping. Extra boxes are stored under the double jewelry case. Please assemble gift boxes during free times to keep them stocked.

Emails: Be sure to use the current email list when emailing the gallery membership. A new email list is sent out to everyone every time there is a change, and it is always kept up to date on the gallery website.

Artists Leaving the Gallery: When an artist leaves the gallery the Membership Chairperson does an exit interview during which the artist can explain the circumstances of leaving. The Roster Chairperson is informed that the artist is leaving the gallery. It was suggested that the president inform the gallery members about artists leaving the gallery and new artists coming into the gallery.

Gallery Calendar: It was suggested that all events and meetings be included on the gallery calendar.

Label Maker: Ann Ranlett is looking into purchasing a label maker for artwork labels, which would provide uniformity of labels throughout the gallery. Keith Smith will work with Ann on this.

Music System: Keith also suggested that the gallery replace our old CD player with a DVD Radio Bluetooth system. Members can bring CDs or play from their own music collections via Bluetooth. The cost would be about \$130. Dorene Kidd made a motion to buy the player, seconded by Meg Blacksmith. The motion passed. The new system will be purchased and installed by Keith.

Artist Studio Space: Keith Smith shared that the St. Luke's Episcopal Church has spaces for artists to rent for studios. Keith has flyers and more information. The rent is negotiable.

Classroom Space for Artists: Embellishment Artists Studio, located at 1021 Lincoln Way in Auburn, is offering classroom space for artists. The fee is 20% of instructor income from students. For more information contact Cindy Bonito at (530) 305-3803.

Black Friday staffing: The day after Thanksgiving has always been very busy. The normal staffing has not been adequate. The gallery is looking for volunteers to help staff the gallery that day.

Elections: Ballots were passed out and members present turned in their ballots for the next year's officers and committee members. Diane Tharp will email ballots to members not present at the meeting.

Adjourn: Christina Salazar made a motion to adjourn the meeting, which was seconded by Susan Stoll. The meeting was adjourned at 7:40 pm.