

Auburn Old Town Gallery
218 Washington Street, Auburn, CA 95603
Board Meeting Minutes
April 1, 2019

Call to Order/ Attendance: The meeting was called to order at 6:08 pm by Patty Pieropan Dong. Attending: Patty Pieropan Dong, Lori Humphrey, Diane Tharp, Dianne Van de Carr, Paul Van de Carr, Connie Rodriguez, Lorelee Love. Absent: Shoshana Bilunos, Linda Miller, Susan Stoll

Secretary, Diane Tharp; Approval of Minutes: The AOTG Board Meeting Minutes for March 4, 2019 were approved, the motion made by Dianne Van de Carr and seconded by Connie Rodriguez.

Vice President Report, Patty Pieropan Dong: Larry Brenden left the gallery with less than 30 days notice. His shifts for April are not covered. Lore Humphrey made a motion that in the future if a member does not give 30 days notice, that member will be charged \$100 to cover that member's shifts. Connie Rodriguez seconded. The motion was approved.

Treasurer's Report, Lori Humphrey: No report. Lori is not able to prepare a report when the board meetings fall on the very first days of the month. She will send it when she has had time to prepare the report.

Committee Reports:

Membership, Connie Rodriguez and Lorelee Love:

There are missing applications from some of the artists on the waiting list. An updated waiting list was passed out. There are 5 artists on the waiting list. Connie passed out a draft letter, "Auburn Old Town Gallery: Information after sending in your application. This letter explains the process of jurying and the selection process for artists on the waiting list.

The next jurying will be May 20, which will be at the Clubhouse meeting at Woodside. Connie may need volunteers to help bring artwork from the gallery for jurying.

Artists may rejury for the gallery within one year without additional application fees.

Publicity, Susan Stoll: Susan was not present, but sent a report via email. Jessie Brooks agreed to take care of the gallery blog. Laura Bracken will take care of the social media advertising.

Events, Dianne Van de Carr:

Upcoming Events: Member sign ups for events are trickling in. The first event will be the Auburn Co-Op on Thursday, May 17th. Dianne secured the space in front of the gallery at no charge. She plans to have artists demonstrate outside to help bring people into the gallery that evening.

Sunshine: Dianne delivered flowers to Joan Sexton at Mercy San Juan Hospital. Joan was seriously injured in a fall. Cards were sent to Jane Welles, Connie Rodriguez, Lorelee Love, Ann Ranlett, Larry Brenden (leaving) and Marilyn Rose (leaving). Linda Miller had her surgery.

Display, Linda Miller: Linda was not able to send a report. Paul Van de Carr set up the Featured Wall, "Blue".

Facility, Paul Van de Carr: Paul replaced the old gallery phone with a new model. He also removed the second handset. Marilyn Rose was in charge of ordering. With her leaving the gallery, supplies haven't been ordered. Dana Barrow will hopefully take over this position. Lori Humphrey suggested an Amazon Prime business account for the gallery. Paul will talk to Jenn Norpchen and Dana about the supply ordering issue.

Old Business:

Label Maker: Dianne Van de Carr suggested a Brothers P Touch label maker for the gallery's art label cards. These label makers can be hooked up to a computer or purchased as a single unit with its own keyboard. The board thought the single unit would be better for the gallery. The goal is to have a unified look of labels throughout the gallery. These labels have a sticky back which will be mounted on black cardstock. Lori Humphrey made a motion to purchase this label maker. Dianne Van de Carr seconded and the motion passed. Paul Van de Carr will purchase the label maker.

Tax Status: Shoshana will be checking for consistency that the gallery is a LLC (Limited Liability Company) in all our records.

Chore List: Shoshana will make a daily/weekly chore check off list for the gallery.

Members Not Fulfilling Membership Agreement Requirements: Letters went out to members who are not fulfilling their membership requirements. There were mixed reactions. This issue will be brought back to the membership to revisit.

Telephone Tree: There are 10 people on this committee and this is a very small time commitment. It was suggested that this issue brought to the membership to discuss having Telephone Tree committee members also help with other committees.

Watering Plants: The 12-4 shifts on Monday and Thursday should be watering indoor and outdoor plants. Members need to be reminded and this should go on the daily/ weekly checklist.

Adjourn: The meeting was adjourned, the motion made by Lorelee Love and seconded by Connie Rodriguez, at 7:07 pm.

