

Auburn Old Town Gallery
218 Washington Street, Auburn, CA 95603
Board Meeting Minutes
August 5, 2019

Call To Order/ Attendance: The meeting was called to order at 6:06 PM.

Attending: Lori Humphrey, Connie Rodriguez, Lorelee love, Dianne Van de Carr, Paul Van de Carr, Judy Butler, Susan Stoll, Shoshanna, Bilunos, Patty Pieropan Dong, Linda Miller. Absent: Diane Tharp

Approval of Minutes: The June 3, 2019 Board Meeting Minutes were approved; the motion made by Lori Humphrey and seconded by Connie Rodriguez.

Vice President's Report, Patty Pieropan Dong: There was no report.

Treasurer's Report, Lori Humphrey: The months of June and July were combined in this report. Gallery income is down about 9% since last year which is on a par with other businesses in the area. The report of sales tax reflects June as well as July. There was discussion regarding the mistake made in the POS system concerning jewelry by Stacey Lamothe. The tag did not read correctly so the customer was not charged correctly. Members need to be reminded to check what the machine displays as items are being rung up. Insurance in the amount of \$56.90 was paid to Stacey. Linda Miller made a motion to accept the Treasurer's report and Diane Van de Carr seconded. The motion was passed.

Committee Reports:

Membership, Connie Rodriguez: Jurying of new artists will occur at the September 23rd General Meeting. Expected artists for jurying include two potters (rejurying), a block printer, one or two acrylic artists, and a watercolor artist. There is still a need for 3D artists. Susan Stoll said we currently have 5 artists showing photography. With the resignation of Joan Sexton we now have a full wall space open. Linda Miller reported that trading spaces will happen within the next few weeks. It was decided to wait a week or so before we contact someone from the waiting list. Paul Van de Carr is creating digital art similar to the art he already shows in the gallery. It was decided that Paul should be included in the jurying for this new medium. Lorelee announced that she will be dropping off of the board. Connie feels comfortable handling Membership by herself. The board thanked Lorelee for her many years of service to the gallery.

Publicity, Susan Stoll: Susan will check with the social media committee members and report back to the board. Jesse is doing the blog. Laura Bracken is doing paid ads. Carol Belamy is doing Zoomaru and Sandy Delahanty is handling social media. Susan is concerned that the Publicity Committee may need more help.

Events, Diane Van de Carr: The Gallery's 24th anniversary is coming up in September. This will be celebrated at the September 12th Art Walk. Our annual sale will run between Thursday, September 12th and Sunday, September 22. Committee members, Stacey Lamothe and Connie Rodriguez are doing an excellent job. There will be cake! There will be iced mocha! There will be music by Gary and Matt Woolsey!

A concern is that the same artists are always doing the demonstrations and may be getting burned out. We need to get more members supporting our events. The phone tree could send out a reminder and maybe email reminders could go out to members also.

There was discussion about modes of communication. Happy Calls could be communicated by text or a phone call or an email. It was decided to discuss this at the membership meeting.

There was also discussion about whether it is worth putting the extra effort into the summer Co-ops. This will need to be evaluated.

Sunshine, Dianne Van de Carr: Dianne has sent some cards of support and encouragement and a special note to former member Nancy Holtz who lost her husband, Tom, recently to cancer.

Display, Linda Miller: Lots of moves are coming up soon. There is a schedule of which artists will be changing locations.

Facilities, Paul Van de Carr: Future Air Conditioning questions should go to Nancy, the landlady. Storage is a problem. There is continuing frustration with artists who don't pick up their feature wall items and storage problems are exacerbated by people who leave work in the closet while they are on vacation. There is the problem of space and possible damage to stored artwork. Possible solutions were discussed such as a fine for failing to pick up artwork or a new metal cabinet for the back hall. Members need to be more responsible about their items.

Paul will rehang our neon sign. The sign over the thermostat is working and members are not resetting the thermostat. 77° is good.

Old Business:

Scheduling: Board members are not required to work extra shifts, although some do. According to Judy's count, we have enough members to staff 99 shifts per month. We will need 106 shifts to be staffed in October unless we eliminate some shifts or decide to close early on Thursdays. Only five people signed up for extra shifts as their participation requirement. Judy Butler's procedure is to go down the membership list, minus board members, to try to get the shifts filled. A better procedure to fill these shifts is needed. Judy is now working on the September calendar. She will have to again call people who are not expecting to do more shifts, hoping that they will be agreeable. Shoshana asked her to please CC her on all these staffing matters.

Shoshana will review individual membership participation from 2018 to the present and inform members to whom it applies that they will be working extra shifts. More members in the gallery would help this problem. Linda Miller suggested more members on the extra shift committee. Lori and Connie both volunteered to give up their shifts and take open shifts that other members can't take. There was discussion of closing the gallery on Mondays, or closing at 6:00 pm on Thursdays in September and October. However, the gallery hours are stated online, on business cards, and on signage so these changes are not practical. There was also discussion of eliminating the Monday and Tuesday 12 to 4 permanent shifts. A motion was made by Lori Humphrey to eliminate the Monday and Tuesday 12 to 4 permanent shifts and seconded by Connie Rodriguez. This motion was passed.

Leave of Absence: Kathleen Woolsey has taken a medical leave of absence for August, September, and October. With medical leave the member does not have to take shifts or pay rent. Shoshana will form an ad hoc committee to review the medical leave language in the Bylaws, as this language needs clarification.

Lorelee Love also brought up the issue of the gallery's current lack of emeritus status.

Closing Procedures: Shoshana will send out an email to the general membership about the importance of following procedures/ locking up. There have been problems with these procedures lately.

Adjourn: A motion to adjourn was made by Susan Stoll and seconded by Paul Van de Carr. The meeting was adjourned at 8:01 PM.

