

**Auburn Old Town Gallery**  
**218 Washington Street, Auburn, CA 95603**  
**Board Meeting Minutes**  
**March 4, 2019**

Call to Order / Attendance: The meeting was called to order at 6:07 pm. Attending: Shoshana Bilunos, Patty Pieropan Dong, Lori Humphrey, Diane Tharp, Susan Stoll, Dianne Van de Carr, Paul Van de Carr, Connie Rodriguez, Lorelee Love. Absent: Linda Miller

Approval of Minutes: Diane Tharp: The January 7, 2019 Board Meeting Minutes were approved, the motion made by Dianne Van de Carr and seconded by Patty Pieropan Dong.

Vice President's Report: Patty Pieropan Dong: Patty had no report.

Treasurer's Report: Lori Humphrey: There was a loss of \$176.84, which is not bad for February.

There was a report of damage when some ceramics fell off the wall due to hammering on the opposite side of the wall. The artist will be compensated at 50% of the gallery price of the damaged items. Displays on the temporary half walls need to use wood screws, not nails. There is a drill and screws in the supply closet.

The proposed safety deposit box at Wells Fargo requires 7 members to sign. In light of this, Lori will look for a safe to secure in the supply closet. Permission for a safe has been granted by the landlord. The gallery's \$5700 is currently in Lori's own safe deposit box labeled as belonging to the gallery.

The February Financial report was approved, the motion made by Susan Stoll and seconded by Lorelee Love.

Committee Reports:

Membership: Lorelee and Connie: Marilyn Rose will be leaving the gallery at the end of March. Lisa Marie Kindley will be joining the gallery at the end of March. The new membership committee has a concern about accepted artists being on the waiting list for years. They will be contacting these artists to find out if they are still interested in being on the waiting list. Membership and Display Chairs will be working jointly to select incoming artists. Susan Stoll created a new form for the waiting list, which needs to have a jurying date, website, and section for notes. The next jurying will be March 18.

Publicity: Susan Stoll: Hannah Nicholson and Alana Van Altena will be meeting with Susan to work on publicity through social media. Lori will set them up with a credit card for advertisement expenses on Facebook and Instagram.

Events: Dianne Van de Carr: Dianne has produced a sign-up sheet for upcoming events and every member should sign up for 2 events. The Auburn Co-Op will run from May or June

through September. There still are not firm dates. There will be 5 Art Walks, each Art Walk being held in one specific area of Auburn. Two Art Walks will be in Old Town, two in downtown, and one at City Hall Public Garden. The Art Walks in Old Town will be on June 13 and September 12, which will coincide with the gallery's anniversary month events. There will be an Art Walk Meet Up for interested persons on March 14, 5-7 pm, at the Auburn City Hall.

The gallery "Christmas Party" has been postponed until May 20, 2019.

Display: Linda Miller: There was no report. There was a discussion of the need to recruit more committee members for Events and Display.

Facility: Paul Van de Carr: The thermostat in the gallery is on a program now and should be working properly. Chairs will be stored on a rack on the side of the cabinet in the hallway.

Since Marilyn Rose is leaving the gallery, Dana Barrow will be taking over the position of Co-Facility with Paul, and Dana will be doing the ordering of supplies. Paul will also be doing the Feature Wall display in April.

#### Old Business

Shift Coverage Shortage: There are 5 or 6 gallery members who are not fulfilling their responsibility with committee and volunteer work. Shoshi will send an email to these members notifying them that they will be placed on the gallery schedule filling extra needed shifts.

Gallery Tax Status: The Auburn Old Town Gallery does not have a Not For Profit Status. The gallery is a Limited Liability Company. The Bylaws will need to be reviewed and corrected if needed regarding this status. Lori Humphrey will meet with the accountant for advice if this changes tax filings.

Artwork Label Cards: Having uniform printed artwork label cards would give the gallery a more professional appearance. Shoshana will ask Keith about a template for printing these cards. Avery also has a business card program that might work.

Surveillance Monitor: Keith is looking for a new monitor for the security system.

#### New Business:

Chore List: There will soon be a weekly Chore Checkoff List for working artists to check off when these chores are completed.

Keys: There are over 50 front door keys and 25 emergency back door keys in the locked drawer of the desk. We do not need to order any new keys.

Clarification of New Board: Shoshana will send out an email clarifying who is in charge with the new changes on the board.

Adjourn: The meeting was adjourned at 7:25 pm, the motion made by Patty Pieropan Dong and seconded by Dianne Van de Carr.