

Auburn Old Town Gallery
218 Washington Street, Auburn, CA 95603
Board Meeting Minutes
May 6, 2019

Call To Order/ Attendance: The meeting was called to order at 6:13 pm. Attending: Shoshi Bilunos, Patty Pieropan Dong, Paul Van de Carr, Dianne Van de Carr, Linda Miller, Diane Tharp, Lorelee Love, Lori Humphrey, Judy Butler (non board member). Absent: Susan Stoll, Connie Rodriguez

Secretary: Diane Tharp/ Approval of Minutes: The April 1, 2019 Board Meeting Minutes were approved, the motion made by Patty Pieropan Dong and seconded by Lorelee Love.

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

Treasurer's Report, Lori Humphrey:

Lori presented the March and April financial reports. March had a negative \$902.63 overall total and April had a positive \$1,666.28 overall total. These reports were approved, the motion made by Dianne Van de Carr and seconded by Lorelee Love.

Lori stated that there was an issue where the accountant failed to file the tax return for two years and then the state levied the gallery's bank account for \$13,000. Lance was Treasurer during this time. Lori contacted the accountant and insisted that he pay the gallery the \$13,000. He filed an appeal with the state twice and was denied both times. The gallery got the \$13,000 back.

Committee Reports:

Membership: Connie Rodriguez and Lorelee Love:

Judy Butler attended this meeting to discuss the difficulties with scheduling. The gallery presently has 49 members working shifts, which totals 98 shifts covered. If a month has 31 days, there are 111 shifts to be filled. Options for solving this problem were discussed.

Option 1: Eliminate middle shift on Monday, Tuesday, Wednesday. This creates 12 extra shifts.

Option 2: Eliminate middle shifts on Monday, Tuesday. This creates 8 extra shifts.

Option 3: Eliminate 2nd person on Saturday nights. This creates 4 extra shifts.

Option 4: Increase shifts by one shift for persons who share space. So artists who share a space would be responsible for 3 shifts instead of 2.

A motion was made by Lorelee Love and seconded by Patty Pieropan Dong that the gallery implement Option 4 (Artists who share a space will work 3 shifts instead of 2.) This motion was passed. This change adds 4 extra persons for scheduling shifts.

A motion was made by Patty Pieropan Dong and seconded by Paul Van de Carr that the gallery implement Option 3 (The second person working Saturday nights will be eliminated). This motion passed. This change adds 4 extra persons for scheduling shifts.

These changes together add 8 persons to fill shifts.

Diane Tharp has been updating the Committee lists. Committee Chairs need to revisit exactly how many members are needed for their committees. This will be indicated on the next year's committee ballots and sign ups.

There will be 3 ceramic artists for jurying in May. Connie Rodriguez suggested that the Membership committee send out applying artists' bios and websites to the existing gallery members for view before the jurying meeting.

Current gallery members who wish to be juried for a new medium do not have to pay a fee. They just need to submit paperwork to the committee.

Doreen Kidd will be joining the Membership Committee.

Publicity, Susan Stoll: There was no report.

Events, Dianne Van de Carr:

Laura Bracken and Dianne Van de Carr will be the extra help at the first Co-Op on May 16. Barbara Hoffman and Sonja Hamilton will be demonstrating. Our resale number is needed to complete the application for the space outside the gallery.

The membership meeting will held on May 20, at 6:30 pm at Woodside Village, 12155 Luther Road, Auburn. Dianne has plenty of volunteers for this meeting.

Display, Linda Miller:

Linda requested authorization to build pedestals for adding another jeweler to the gallery. Phil Evans has volunteered to build the pedestals and the gallery will provide the materials. Patty Pieropan Dong made a motion, seconded by Dianne Van de Carr, that Linda receive authorization to purchase materials for building pedestals for another jewelry display. This motion was passed.

Facility, Paul Van de Carr:

Paul has combined the three facility binders into one binder. He is looking for better deals on shipping costs. Paul now has a gallery credit card for gallery purchases.

Label Printing: Paul could not find a label printer that makes labels larger than mailing labels. Paul suggested using Google Docs for printing onto card stock. Paul can set up a template for business card size labels and send the link to all the members. The card template will list Title, Artist, Medium, Price. Paul will set up a Gmail account on the gallery computer that can be accessed with one click.

Featured Work Wall: When there is not enough art brought in for the featured wall, Paul would like to pull artwork off gallery members' wall to fill in the Featured Work Wall. Artists will be asked to let Paul know if they do not want him to pull art off their display.

Old Business:

Committees: Shoshana met with Lana Federico and Stacey Petri to discuss imbalance of committee members. Committee Chairs need to determine how many committee members they need. Chairs can hand pick crucial members and then have the other necessary members listed for election on the ballot.

Notice for leaving the gallery: Artists are to give 30 days notice when leaving the gallery. This has not been helpful for scheduling when artists leave mid month. Lorelee Love made a motion, seconded by Patty Pieropan Dong, that artists must give 45 days written notice when leaving the gallery. If notice is less than 45 days, the artist must be financially responsible for covering remaining shifts. This motion was passed.

POS Manual: The POS manual need updating. Keith will be asked to review the binder and update as needed.

The gallery no longer offers gift certificates.

Our outside planter is being repaired and will be returned when repaired.

Adjourn: Lori Humphrey made a motion to adjourn the meeting, seconded by Patty Pieropan Dong. The meeting was adjourned at 7:43 pm.