

Auburn Old Town Gallery
Board Meeting Minutes
June 12, 2020
Zoom Meeting

Call to Order: This Zoom meeting was called to order at 1:00, Attending: Shoshana Bilunos, Patty Pieropan Dong, Linda Miller, Susan Stoll, Dianne Van de Carr, Paul Van de Carr, Diane Tharp. Absent: Connie Rodreguez, KayLynn Sanderson, Lori Humphrey.

New Bookkeeper: Sandy Sherwood has agreed to take the Bookkeeper position. She met with Patty and Lori to discuss the current bookkeeping process, and will start the transition into the position. Sandy usually uses Quickbooks but will initially continue to use Quicken which was purchased by the gallery and Lori uses for bookkeeping. There will be a review in 6 months to see how this is working and if any changes need to be made. Sandy charges \$20 per hour and will work 15- 20 hours a month, generally keeping within the \$400 budget for bookkeeping. Linda Miller made a motion to hire Sandy Sherwood as the gallery bookkeeper, seconded by Susan Stoll. This motion passed. Lori will continue to serve as bookkeeper until the end of June.

Treasurer Position: Stacy Pedri has volunteered to serve temporarily as a Treasurer liaison to the bookkeeper and her duties will be determined. The bylaws allow this temporary position for 60 days and then this position needs to be opened for nominations and election by the gallery membership. Shoshi will send out an email asking for nominations at a future time.

Face Masks: The results of the poll regarding customers wearing face masks came out as follows:

31 votes for required customer masks
11 votes for optional customer masks
2 votes for no opinion
9 no response

Being as the majority of members want masks required, that will become the gallery policy.

Supplies: Shoshana has purchased 2 gallons of sanitizer, 50 masks, 3 infrared sanitizer dispensers, and about 300 shop towels. Paul has also ordered some of the same which will be delivered at a later date.

Scheduling: Judy Butler has asked to be replaced as scheduler for the gallery. She has agreed to stay until the end of June and will be asked to make a schedule for July. Shoshi will send out an email asking for a member volunteer or two to temporarily take over scheduling. This would be a good position for someone who can't work shifts and wants to help out.

Reopening the Gallery: Doug Parks has shared a PDF for customer signs used by the Gold Country Gallery, which can be edited for this gallery. The Artery in Davis had an article about reopening that would be a helpful resource for our Social Media and website news about our gallery reopening.

The gallery was slated to reopen on June 18, 2020. There are concerns about reopening with the Covid-19 numbers increasing. Stage 3 businesses (which include art galleries) are scheduled to be allowed to open June 12. It is important that the gallery does not open until the Stage 3 businesses have been given the ok. After all the discussion and mixed feelings about customer masks the concern is raised that there may be a lot of fear about opening the gallery this soon. Patty Pieropan Dong made a motion, seconded by Dianne Van de Carr, that the gallery delay opening until July 1st, 2020, provided the county has allowed Phase 3 businesses to open, and the board has reevaluated the safety of opening. This motion passed, 6 votes yes and 1 vote no.

There will be a letter explaining the board's concern and dilemma about reopening the gallery too early. The letter will stress the difficulty of this decision, the responsibility the board feels to keep members safe, and the necessity to be fully prepared and keep within county guidelines. It is also important that the board understands how the members truly feel about when the gallery should open and who feels comfortable working in the gallery. In addition to the letter, there will be a survey to members asking for their opinions about opening and working in the gallery.

The membership will also be polled about using gallery savings to allow members to pay only half rent for July.

Concerns:

- If the gallery does not open fairly soon, we may lose members.
- How long can the gallery sustain itself if it does not open soon? The gallery has savings that would sustain the gallery for a month or two. It is doubtful our landlady will offer any more rent reductions.

Adjourn: The meeting was adjourned at 2:20 pm.

