

APPROVED
January 11, 2016

AUBURN OLD TOWN GALLERY
OLAS, Almond St. • Auburn, CA 95603
BOARD MEETING
November 9, 2015 • 5 pm

Call to Order 5:03 pm

Present: John Johnson, Rebecca Martinez, Lana Federico, Keith Smith, Lance MacKenzie, Patty Pieropan-Dong **Absent;** Heidi Murray, Jaime Baxter

1. Agenda Approved

2. Approval of Minutes

MOTION MADE by *Keith* "To approve the October, 2015, Board Minutes as amended" Second by *Lana*. Approved.

3. Vice President Report: Patty Pieropan-Dong. No report.

4. Treasurer Report: Lance MacKenzie. Reports attached.

MOTION MADE by *Rebecca* "To accept the Treasurer's report as presented" Second by *Patty*. Approved.

5. Membership Committee John Johnson for Heidi Murray. Jay Stargaard is leaving end of December. Sculptural mosaic artist coming in. Jennifer Lile may be moving from half space to full space.

6. Special Events Committee John Johnson for Jaime Baxter
Christmas Party to be held December 14. Tickets to be \$20. Jaime buying new lock box, e-mails sent.

7. Publicity Team No chair. Report by John Johnson. Susan Stoll has asked the membership for holiday photos for publicity. Susan is nominated for Publicity Directory 2016

8. Facilities Keith Smith

8.1 Bags research/pricing report. Metallic printing on the bags is too costly for the relatively low quantity of bags we use. Lana presented bag/tissue/bow combinations for review. The consensus, which Keith will order: Burgundy bags, gold and burgundy ribbon in two widths, black and gold tissue paper. Gallery to order more of our oval gold stickers to use on the bags for consistent gallery branding.

ACTION ITEM: Rebecca will beef up logo for sticker printing. Keith will order more stickers, ribbon, tissue and the small size bag so we can test our new packaging/branding.

8.2 Lighting issues still pending. Need more lighting.

ACTION ITEM: Lana and Keith will look at the dark corners, rearrange a little. Keith will get in touch with the landlady to see what we can add to the existing lighting strips.

8.3 Suite B wall will be done this week by Nancy Johnson's contractor. Lana has been working with the artists whose work is affected by the construction. The gallery has been rearranged and is a bit unsettled until wall is complete, which should be this Friday 11-13.

9. Display Lana Federico

9.1 Upcoming gallery swaps: Sandy Lindblad and Michelle Mackenzie spots to switch with Larry Brendan, who will be displayed in the front entry wall area for one year.

9.2 Three small Christmas trees going into front entry pedestal display area and one tree into back area for ornaments.

10. Old business

10.1 A gift certificate was issued to Woodside Creek Park for \$25 as a thank you for use of the facility at Christmas.

10.2 Nominating Committee update, ballot was reviewed. Special Events and Secretary still open.

ACTION ITEM: Rebecca to work with Nominating Chair Stacey Lamothe to finalize ballot, distribute and tally completed ballots and issue absentee ballots via e-mail. Patty will provide updated sign in sheet for the November General Membership meeting.

10.3 Report from Lance regarding security cameras. Computers have been replaced and are working. Two cameras cannot be made functional. \$160 each to get cameras working again. \$320 for both cameras.

MOTION MADE: by *Rebecca* "To get two more cameras at a cost of \$320 to add to the security system." Second by *Lana*, passed.

10.4 Student art committee still on hold.

10.5 History of AOTG Committee, Shannon Morgan, report pending

10.6 Lance MacKenzie presented the Gift Registry ceramic box, cards and instructions for the Gift Registry system which Michelle MacKenzie has prepared.

ACTION ITEM: Present at November General Meeting for use.

10.7 Chip Reader still on order

10.8 Desk area lighting.

ACTION ITEM: John follow up with Gail to see if Shannon wants to supply pendant samples for desk area lighting.

11. New business

11.1 Reading, consideration and discussion of the points raised by Jay Stargaard's letter to the AOTG Board. Keith suggests a steering committee to envision the gallery in 5 years, devise a plan and present it to the membership. The committee will be open to any member wishing to participate. In the spring there will be a Saturday brainstorm session to kick off the committee.

ACTION ITEM: Keith will do a one page general plan outlining the process to discuss the ideas which Jay raised. Keith would run such a committee, beginning early in 2016.

11.2 Quarterly field day for all member participation in cleaning of gallery to recycle old electronics, reconfigure storage, remove items in violation of fire code, etc. John recommends making sure folding tables won't slide down and block the door to the hall from opening as people could not escape in the event of a fire. Maybe a Monday morning in January.

ACTION ITEM: Pick a date and announce at general membership meeting.

12. Dates to remember

November theme--"Knock on Wood" focus on gourd and wood art

Autumn Arts Studios Tour November 13-15

General meeting and elections--November 16, 6:30 pm

December theme—"Season's Greetings"

December 14—Gallery holiday party at Woodside Creek

Board Meeting January, 5 pm at OLAS

MOTION MADE by "To adjourn" By *Patty* and *Keith*. Unanimous at 6:29 pm. *Patty* and *Keith*

Respectfully submitted

Rebecca Martinez, Secretary 2015