

AUBURN OLD TOWN GALLERY

BOARD MEETING — JANUARY 10, 2018

Call to Order: In Attendance: Shoshi Bilunos, Patty Pieropan Dong, Lori Humphrey, Ardith Gray, Susan Stoll, Chris Foster, Linda Miller, Dianne Van de Carr, Gary Lord

Secretary (Chris)--It was reported that the previous minutes are missing. Approval TBA

Vice Pres Report (Patty) --Discussion of request from Craig Telles to resign. He has given a 30 day notice, however our Membership Agreement states no new member resignations permitted in Jan., Feb., or March. Display has no issue if we can fill his space. Patty PD made a motion to allow him to leave without penalization as long as his space is filled. Seconded by Gary Lord. All in favor.

Treasurer Report (Lori) --Report of hours working to transition to new treasurer. There will be back up cash and register changes. Lori explained we must write the pay check in the month of the sales. Therefore the checks we receive in February will be dated January 31st. LLC clarification indicates OTG profits should go somewhere else besides back to the gallery. (Note: WE ARE NOT A NON-PROFIT.) Further research to be done by Shoshi and Lori. We need to meet at Wells Fargo to update the authorized check signers. Motion to accept Treasurers Report (Dianne). Seconded by Susan Stoll. All in favor.

—Addendum Treasurer Issue: Self Insurance. Three artists have submitted claims totaling over \$900. The Insurance bank balance is \$235. Only \$100 per claim allowed. One claim will be paid \$50 the other two will be paid \$125, total. Motion made by Linda M to pay these claims. Seconded by Susan Stoll. All in favor.

Membership Report (Ardith) --Two new artists to jury next. Discussion ensued about moving the January Membership Meeting to February due to so many people being sick with flu and colds. Note: the next membership meeting will be February 19th, Monday, 6:30. The jurying will take place at that time. Motion was made, seconded and passed.

Publicity Report (Susan Stoll) --Susan presented a draft proposal of the 2018 Publicity Expense for review. She suggested we put an ad on the Old Town Auburn website, which gets 40K + visitors. The ads are \$250 and \$500. Looks like a good investment. (Auburn Journal Ad?)

— It was suggested we have a workshop on the use of the **Facebook Member's Page**. This is where Kathleen has set up Albums for the photos of our artwork to be used for publicity. (We may be phasing out Photo Bucket due to irritating pop-ups.)

— The “on-line store” is on hold.

Events (Dianne VDC) --Issues to resolve: Gallery Post Holiday Party date and will the Gallery pay for members/guests.

—Taste of Chocolate Event is 2.11.18. Do we participate this year? Motion made to query membership at the next meeting in February. If someone volunteers to take this on, we will participate.

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Dianne explained that last year she baked brownies and we must submit ingredients and house address where items were made. Big Job and expense to serve that many people. Also will be donate to Raffle?

—Art Walk Receptions are in April, June, August. Receptions during Art walk? (verify this)

—Budget for music for Art Walks has been \$125 per night for two hours. Musicians are asking for an increase. Maybe \$130—\$150? The Gallery spent \$410 in 2017.

Display Report (Linda Miller) --Consider upgrading the random chairs that are looking shabby. Request...Maybe Priscilla could paint an unfinished chair? Linda would like to look at chairs at Ikea. We all want the gallery interior to enhance the beautiful artwork. Motion made by Ardith to pursue this. Seconded and Approved.

Facilities Report (Gary Lord) --Gary will be briefed by Jenn Norpchen, the prior Facilities guru.

—Ribbon colors will be Burgundy, Gold, and White.

—It was suggested we try and get a new contract that isn't as expensive. We are presently using AT&T for \$300 a month.

Old Business (Shoshi Bilunos) --

—Reminder to get member's emails from website to be sure they are up to date. We have had a large turnover and we want to keep gallery business info to current members.

—Tax Issue update: "I (Shoshi) spoke with the person responsible for all the correspondence with the state. She complied with everything the state asked for and more. She pulled tax law information which stated that the state should follow the same course of the IRS and forgive their error. Most times the state does this but for some reason she has had to go this extra course. She assured us that they will take this issue to tax court if necessary."

New Business --

—Biography Books will be discontinued since bios are on the website. (Members may retrieve their info from the books.) Table will be used for gift registry box, maps, announcement cards etc.

—Board Members names will be removed from Volunteer Time Notebook.

—Follow up on Debit machine fix to get it operational.

Adjourn --7:40 pm Motion by Linda. Second by Dianne. Approved.

DATES TO REMEMBER

Next Board Meeting is February 14, Wed. @ 6:00 pm

Next Membership Meeting is February 19, Monday @ 6:30 pm

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**NOTE ADDENDUM**

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AUBURN OLD TOWN GALLERY  
218 WASHINGTON ST., AUBURN CA. 95603

To: Wells Fargo Bank

From: Shoshana Bilunos, AOTG President Date: January 16, 2018

This letter is to inform you and request the removal of Rebecca Martinez from the Auburn Old Town Gallery bank account. Rebecca is no longer president, or an officer of the board.. Lance MacKenzie is no longer treasurer or a member of the gallery and should be removed from the gallery bank account.

The gallery membership elected Lori Humphrey during our November 2017 election of officers to act as our new treasurer. Lori Humphrey needs to be added to the gallery bank account as she will be managing all of the financial issues for the gallery.

Sincerely, Shoshana Bilunos AOTG President