

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

**June 13, 2018**

Call to Order: 6:16 pm

Attending: Lori Humphrey, Patty Pieropan Dong, Linda Miller, Diane Tharp, Gary Lord, Susan Stoll, Ardith Gray

Absent: Shoshana Bilunos

Minutes: The April 11, 2018 Minutes were approved as corrected. Linda Miller made the motion, seconded by Dianne Van de Carr.

Vice President Report: Patty Pieropan Dong reported that Shannon Morgan has agreed to assume responsibility for two regularly scheduled gallery shifts, along with other member responsibilities such as serving on special committees and supporting special events. Shannon will be contacted by Ardith Gray to schedule POS training. This agreement will take effect on July 1, 2018. Patty will send a letter summarizing this agreement to Shannon.

Treasurer's Report: Lori Humphrey reported that the gallery's May income was \$22,326.44 and expenses were \$23,044.41, resulting in a loss of \$717.97. Lori cautioned that the gallery should be mindful of expenses. Dianne Van de Carr made a motion to accept the Treasurer's report, seconded by Patty Pieropan Dong.

Committee Reports:

Membership: Ardith Gray will be training Shannon Morgan to use the POS system. The next jurying session will be at the September, 2018, gallery membership meeting.

Publicity: Susan Stoll reported that the next ad has been submitted to Food and Art Magazine, and reminders for payments were sent to participating artists. Another great article about the "Wings" show was published in the Auburn Journal. Susan was commended by the board for her outstanding efforts and accomplishments with publicity.

Events: Dianne Van de Carr reported that the meeting/party at Woodside on May 21, 2018, was a success, with many members attending.

- The Auburn Art Walk will take place on July 20, 2018. Connie Rodriguez will be coordinating the gallery's participation, and Kathleen Woolsey will be working on music.
- The Auburn Old Town Co-op on June 7, 5:00 – 9:00 pm, was a huge event with over 2,000 attendees. There will be parking at the fairgrounds and a shuttle providing transportation. This event was deemed as holding great potential for gallery exposure and customers. Future Co-ops will be held the first Thursday of the month through September. Dianne will be working on staffing (at least two staff members) and refreshments to bring in customers. There will be a call to artists for demonstrations and the front door will remain open for this event. KayLynn Sanderson will be helping Dianne with organization for the next Co-op on July 5<sup>th</sup>.

Coming Events:

Auburn Co-op, July 5th, 5-9

Art Walk, July 20th

Auburn Co-op, August 2<sup>nd</sup>, 5-9

Auburn Co-op, September 6<sup>th</sup>, 5-9

There was nothing to report for Sunshine.

Display: Linda Miller was commended for her beautiful and creative Featured Works displays.

Facility: Gary Lord reported that the gallery has spent \$64 since January on ink for the printer. Gary suggested purchasing a mono printer using only black ink, which also has more inexpensive ink replacement cartridges. He will explore mono printers and bring findings back to the board.

Gary is looking at purchasing a chair storage rack for the hallway, which would not extend past the depth of the cabinets. A rack holding 8-10 chairs is \$75. Shoshana will call Nancy Johnson to ask permission for installing a rack. Gary also suggested hanging the white table on the wall.

Gary shared that the trashcan outside the gallery is an eyesore. Newer trash cans have been placed around Old Town. Gary will look into the possible replacement of our old trashcan with a new one.

Linda Miller will have her committee paint the inside of the entry door.

Old Business: Lori Humphrey reported that the gallery will be replacing the existing accountant with CAC Professional Services. This company will be doing the gallery's taxes. Lori also expressed concerns with the risks of the gallery accepting checks.

New Business:

- Ardith Gray reported that the directions for replacing ink for the label printer were inadequate. She suggested a new set of directions be made.
- Ardith also suggested that when the jewelers are finished printing labels they replace their bar labels with the standard labels the majority of the gallery members use.
- Gary Lord suggested that painting the inside of the barn doors, which are exposed to the public when the gallery is open, would give the gallery a nicer presentation. This would require approval from Nancy Johnson and the Old Town Association.
  
- No Membership meeting in the month of July due to vacations.
- Board Meeting on July 11, 2018.
- No Board Meeting in August, 2018.

Adjourn: Patty Pieropan Dong moved that the meeting be adjourned at 7:08 pm, seconded by Linda Miller.