

AOTG Board Meeting Minutes
July 6, 2020
Zoom Meeting

Call to Order: This Zoom meeting was called to order at 2:00 pm. Present: Shoshana Bilunos, Patty Pieropan Dong, Susan Stoll, Dianne Van De Carr, Linda Miller, Diane Tharp, Stacy Pedri, Paul Van de Carr. Absent: Ardith Gray

Approve June 26, 2020 Board Meeting Minutes, Diane Tharp: The June 26, 2020 board meeting minutes were approved, the motion made by Susan and seconded by Shoshi.

Treasurer's Report, Stacy Pedri:

Stacy had sent the board a list of concerns related to the transitioning to Treasurer. The Artisan reports are not matching the end of month cash sales. This could be a problem within the Artisan system and Artisan does not offer free tech support. The rate is \$99 for 6 months. Tech support would be very helpful for Sandi Sherwood's transition as bookkeeper. The board decided to purchase tech support for 6 months.

Sandi is transitioning our financial records to Quickbooks, which is the professional standard for bookkeeping. Reports can be pulled directly from Artisan to Quickbooks. Quickbooks also is an open program and can be made available for any member to view. Quickbooks requires a monthly charge of \$40. The reduced bookkeeping time this program allows should offset the \$40 monthly charge. Quicken will still need to be purchased for \$45 per year because the gallery financial archives are there.

Sandi also found a problem with the gallery tax records. The amounts of sales have not been recorded properly which affected sales reported for taxes. It appears that rent was subtracted from the sales and this amount was recorded as sales. Sandi would like to implement an invoice for rent separate from sales totals.

The gallery storage unit is 2 months behind with rent (June and July). Sandy needs to issue a check.

A gallery Treasurer's email will be set up on the AOTG website. This will direct members' financial questions to Stacy.

Patty and Stacy will be meeting with the Well Fargo banker to complete the transition of Treasurer responsibilities.

Publicity, Susan Stoll: Susan will hold off printing the brochure until things settle down within the gallery amid COVID-19 concerns. There may still be some members leaving and this could affect the brochure.

Membership, Ardith Gray: Ardith was not able to attend. There was discussion as to how to fill spaces for the members who are leaving. It is a difficult time for recruiting new members. If the gallery has artists applying for jurying, voting may have to take place online, or a combination of in person and online voting. Acceptance into the gallery requires 66% of the total of members voting (once a quorum has been established).

Ideas to be explored to fill spaces in the event there are no incoming artists were:

- Guest artists who rent their space
- Change half spaces to full spaces
- Members temporarily rent extra spaces in addition to their own spaces.

Old Business:

Confidential Members Issues: There is a confidential record of discussions and decisions made regarding members issues.

Adjourn: The meeting was adjourned at 4:10, the motion made by Patty Pieropan Dong and seconded by Susan Stoll.

The next board meeting will be on July 13, 2020 at 3:00. This will be a Zoom meeting.