

Auburn Old Town Gallery  
218 Washington Street, Auburn CA 95603  
Board Meeting Minutes  
August 28, 2020

Call to Order: This Zoom meeting was called to order at 11:20 am. Attending: Shoshana Bilunos, Patty Pieropan Dong, Susan Stoll, Diane Tharp, Stacy Pedri, Dianne Van de Carr, Linda Miller, Ardith Gray.

Approval of Minutes, Diane Tharp: The minutes for the board meetings of June 15, June 26, July 13, and July 24, 2020 were approved, the motion made by Susan Stoll and seconded by Shoshana.

Events, Dianne Van de Carr: The AOTG 25th Anniversary Celebration was discussed. In light of not being able to have a reception, the board would like to offer 25% off in sales for the weekend of September 25-27. The gallery would forfeit the 20% commission and each member would also forfeit 5% to make the 25% savings to customers. Thus, each artist would receive 75% of their sales. Shoshi will send out an email with a google survey to members requesting agreement for the 5% less in sales for those 3 days. She will indicate that no response to the survey will mean agreement. If the majority of members do not agree, the sale will default back to 20%. The hours for this sale will be extended to 10:00 am - 7:00 pm for these 3 days. The board members will provide extra staffing for the sale. Sale banners need to be located and social media and email blasts will advertise the sale. Linda will make small gallery signs for the windows and inside the gallery.

On the Anniversary weekend September 25th- 27th / 10-7pm, these board members will work in addition to the normal staff that are scheduled:

September 25th- Susan- am/ Patty & Shoshana -close

September 26th- Diane T- am / Shoshana- close

September 27th- Ardoth - am/ Shoshana- close

Display, Linda Miller: Stacy Pedri will move to a full space and this will leave 2 half spaces open.

Membership, Ardith Gray:

Ardith has an application from acrylic artist Livia Kerr and a possible application from a 3D artist. She will put together their information and images for the membership to preview prior to the September membership meeting. There will also be arrangements for the actual artwork to be displayed at the gallery for members to view. Calls to artists need to go out on social media and on our website.

There will be a Zoom Membership meeting scheduled for Monday, September 21 at 7:00 pm. Dianne will send out the invite.

### Old Business:

Gift Certificate to Nancy Johnson: Shoshi will send a card and gift certificate for \$100 to the gallery landlady, Nancy Johnson.

### New Business:

Revised Gallery Hours: The board is exploring increasing the days and hours the gallery is open for business. Starting in September, the board will fill shifts on Wednesdays, trying out the hours of 11:00 am to 7:00 pm. The hours for the other open days will stay as 10:00 am to 5:00 pm Thursdays through Sundays. If the extended hours on Wednesdays are effective, the board may look at extending the hours of all open days in October, November, and December. The board would also like to explore the goal of being open full time and being open late on Friday and Saturday nights by January 1, 2021.

The following are the hours and the board members working the Wednesdays in September 11-7pm:

September 2- Shoshana- alone

September 9- Ardith- alone

September 16- Linda M- morning/ Diane T- afternoon to closing

September 23- Susan- morning/ Stacy P- afternoon to closing

September 30- Diane T- morning/ Shoshana- afternoon to close

Staffing: Since there does not seem to be an end in sight for COVID-19, at some point there will need to be a plan for gallery members not working shifts. If members don't work there needs to be some kind of compensation. Ideas presented were:

- Members not working pay \$50 a month towards a fund to pay others willing to work extra shifts. They also need to volunteer for the gallery each month in some capacity.
- Everyone is put back on the schedule and members not working pay others to work their shifts.
- Members having financial hardships apply for consideration to the board.
- A list of jobs could be created for members not working shifts and paying \$50 a month in addition to working volunteer hours (take down featured wall, become chairperson for managing extra duties and recording hours, take on Facilities, etc. (Currently, Jen Norption is ordering supplies for the gallery and Meg Black-Smith is ordering jeweler's supplies.)

Shoshi will draft a letter to the membership explaining this staffing situation and the need for compensation.

Nominations and Elections of Officers and Chairpersons: There needs to be an election at the Membership Meeting on November 16. A Nomination Committee needs to be formed. Shoshi will talk with Meg, who assisted Jennifer Lile with this committee.

Board Meetings: Board Meetings will resume on the 2nd Monday of each month. The next meeting will be September 14, 2020 at 6:30 pm.

Adjourn: The meeting was adjourned at 12:30 pm, the motion made by Dianne Van de Carr and seconded by Patty Pieropan Dong.

Minutes submitted by AOTG Secretary, Diane Tharp