

Auburn Old Town Gallery
218 Washington Street, Auburn, CA 95603
Board Meeting Minutes
September 14, 2020

Call to Order: This Zoom meeting was called to order at 6:00 p.m. Attending: Patty Pieropan Dong, Diane Tharp, Susan Stoll, Linda Miller, Dianne Van de Carr, Ardith Gray, Stacy Pedri. Absent: Shoshana Bilunos.

Approval of Minutes, Diane Tharp: The August 28, 2020 Board Meeting Minutes were approved, the motion made by Diane Tharp and seconded by Stacy Pedri.

Treasurer's Report, Stacy Pedri: Stacy will send out a financial summary to the members explaining the current financial status of the gallery. There has been a substantial loss of income this year due to our closures and lost sales. In a year to date comparison, last year at this time we had \$139,570.89 in sales, compared to \$63,504.12 this year to date. We still have money to sustain the gallery, but need to ramp up to a full holiday busy season to make up some of the loss. This means the gallery needs to be fully open and perhaps extend weekend hours. Sandi has been able to cut some expenses. She has negotiated our credit card processing which will save the gallery about \$150 a month and also got a \$20 reduction on our AT&T bill. With artists' rents and sales the estimated monthly income is about \$4,775. Expenses are about \$5,853, so we are looking at a negative cash flow each month right now. The gallery is losing about \$1,000 each month.

Key financial info:

The gallery pays \$3,975 a month in rent.

The gallery's monthly expenses are about \$1,878.

The gallery collects \$3,102 in rent from the artists.

Our total equity is \$13,299.79, not including cash in the safe.

The gallery needs to sell about \$140,000 worth of art a year to meet expenses.

Staffing the Gallery: There has been concern that the gallery needs to be open more days and hours each week, and there also needs to be some arrangements made for the inequity of those members staffing and those who can't work in the gallery. Ardith has been volunteering to work Friday and Saturday evenings, but would prefer to be paid to work these extra hours.

It was decided that members not working would pay \$50 a month in October to compensate others working extra shifts, however, that \$50 can not be sent to Stacy or the bookkeeper. Those funds need to be kept separate. If the gallery pays someone to fill in, that person becomes an employee and we do not want to complicate our books in this way. Linda suggested that we ask members paying \$50 to send that money to Ardith who is voluntarily working many extra shifts.

A list of members not able to work shifts needs to be determined. So far the Smiths, Sandy Delehanty, Dianne Van de Carr, and Kirsty Roberts are on the list of nonworkers. They will be asked to send \$50 to Ardith for September and October.

Stacy Pedri made a motion, seconded by Diane Tharp, that the gallery staffing return to the membership agreement for working shifts starting in November. Every member goes on the calendar. Members not able to work will pay others to work their shifts at the usual rate of \$40 per shift. This motion was passed.

Linda volunteered to be the contact person with Chris Foster, our scheduler. Board members are only required to work one shift, but can be asked to volunteer when extra staffing is needed. Chris will also be asked to put members back on their original shifts for November. We appreciate how much time and effort the schedules have required during this transition and many thanks go out to Chris for taking this on!

Jurying of New Artists: Two new artists will be presented for jurying at the Zoom Membership Meeting on September 21, at 7:00. There will be discussion and questions about these artists. Susan will send out images of their artwork and artist information to members prior to this meeting. Their artwork will also be on display at the gallery for the week prior to this meeting so members can see it in person. A survey will be sent out after the membership meeting allowing members to vote to accept or not accept these artists. Ardith will let our gallery artists know about the artwork to view at the gallery.

Nominations: There is still no Nominating Committee. Shoshi will contact Meg Black-Smith about this. There needs to be a call for nominations as all board seats will be on the ballot. Dianne Van de Carr is not returning to the board as Events Chair. Stacy Pedri will write up a summary of her duties since this is a new position in the gallery. Online ballots will need to be devised as there will not be an "in person" membership meeting for elections.

Membership Meeting: There will need to be an agenda created and sent to the membership prior to this meeting on September 21st. Dianne will send out a reminder Zoom invitation.

Display Concerns: Linda reported her frustration with members not respecting their art space limitations and space assignments. The board will support Linda in enforcing these limitations and assignments. Linda will look at the membership agreement for possible revision and review the spaces in light of the current measurement guidelines. Membership will need to be advised that these space sizes and assignments are not negotiable and need to be observed.

Online Store: The gallery online store is up and running, and sales have been made. Many huge thanks to Laura Bracken for all her hard work on this huge project which has been so professionally done! Artists need to send Laura another 5 pieces of artwork for the second round of postings in October. These postings are in addition to those posted in September.

Adjourn: The meeting was adjourned at 8:00 pm, the motion made by Diane Tharp and seconded by Stacy Pedri.

Minutes submitted by Diane Tharp, AOTG Secretary