

Auburn Old Town Gallery  
218 Sacramento Street, Auburn, CA 95603  
Board Meeting Minutes  
October 5, 2020

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

Approval of Minutes, Diane Tharp: The September 23, 2020 Board Meeting Minutes were approved, the motion made by Patty Pieropan Dong and seconded by Dianne Van de Carr.

Treasurer's Report, Stacy Pedri: Sandi has not yet finished preparing the end of month financial report, so no report was presented.

There have been problems with customers paying with \$100 bills. This can create a problem with change and also with having enough cash in the drawer to take out the end of day cash sales. Stacy will start putting \$200 in the cash bag and will notify members about this new amount. She will also remind members to count the cash bag during the opening and closing of the gallery and note this on the daily count sheet.

Sandi will be leaving members' checks at the gallery for Patty to sign and these checks need to be left safely in the file cabinet in the closet. Sandi and Patty will need keys to this file cabinet. Stacy will have keys made.

The Anniversary Sale weekend sales totaled \$6,745, not including online shop sales. These sales brought no revenue to the gallery, but were very beneficial to members.

There was discussion about cutting expenses in the gallery. Shoshi has cancelled the Alhambra water service. Mailing checks costs about \$30, however direct deposit would cost each member \$4 per transaction. Stacy will ask Sandi about using Venmo or something similar to pay gallery artists.

Publicity, Susan Stoll: The gallery's listings on Google Search and Yelp are not up to date. Susan will work on updating Google Search with Kathleen Woolsey's assistance since Kathleen's name is on that account.

Display, Linda Miller: A new photographer, Suzanne Hambleton, moved into the half space in the front suite for the month of October. She will move to the back suite in November. There will be a few other moves in November. There was discussion concerning filling the empty gallery spaces during the holidays. Christmas themed art displays or Christmas ornaments displayed on the wall are possibilities for these spaces.

Membership, Ardith Gray: Ardith will let the membership know about the new member and her movement from the front suite to the back suite in November. The website needs to update the call to artists.

Sunshine, Dianne Van de Carr: Jenn Norpchen fell and broke her nose, and Lorelee Love is undergoing treatment for a carotid blockage.

Old Business:

Nominations: Meg Black-Smith has created a letter to members asking for nominations and explaining the roles and duties of board positions and committee chairs. Meg will work with Christina Salazar, chair of the Telephone Tree, to contact each gallery member about nominations. Linda Miller and Dianne Van de Carr will not be on the ballot for their board positions of Display and Special Events for next year. The rest of the current board members are willing to be on the ballot for next year.

Staffing: Shoshi will remind members that they need to work extra shifts during the holiday season according to the gallery membership agreement. Likewise, members on the Extra Shift list will also be called upon to work more shifts in November and December. Shoshi will email Chris Foster reminding her about this extra shift situation. Starting November, members will work dedicated shifts and the gallery will be closed Thanksgiving Day. The payment for members working for others for pay will be increased to \$50 per shift, aligning with the minimum wage.

Christmas Ornaments: Members may make Christmas ornaments outside of their own medium. It must be stressed that the ornaments need to be artistic and of high quality.

KVIE Auction: Several members of the gallery had art accepted into the KVIE auction and many were bell ringers! These artists should be promoted on the gallery's social media and website.

Adjourn: The meeting was adjourned at 7:12 pm, the motion made by Susan Stoll and seconded by Dianne Van de Carr.

Minutes submitted by AOTG Secretary, Diane Tharp