

Auburn Old Town Gallery
218 Washington Street, Auburn, CA 95603
Board Meeting Minutes
December 1, 2021

Call to Order: The meeting was called to order by AOTG President, Shoshana Bilunos at 7:00 pm. Attending: Patty Pieropan Dong, Diane Tharp, Susan Stoll, Darlene Riel, Jenn Norpchen, Stacy Pedri, Stacey Lamothe. Absent: Ardith Gray

Approval of Minutes, Diane Tharp: The October 13, 2021 Board Meeting Minutes were approved as corrected, the motion made by Patty Pieropan Dong and seconded by Stacey Lamothe.

Vice President's Report: Patty has been facilitating communication with members having problems with inventory and payment.

Treasurer's Report, Stacy Pedri: There was no financial report because it has not been prepared yet. Stacy will email the report out to the board when it is prepared. The board decided that there will be no rent charged to members for the rent for December, 2021. There was discussion about how to spend the end of year profit before Jan. 1. Doug Parks will purchase an additional laptop and printer for under \$1,000. Jenn Norpchen will order more supplies and an Easy Up canopy for gallery events. Susan Stoll will also order items she needs for display.

Facilities, Jenn Norpchen: Jenn presented bids from Empire Flooring company. The bids are for a 12' wide carpet roll and 24" squares to carpet the gallery. The rolled carpet would go in the entry where squares would not work well. The bids range from \$10,016.97 to \$12,688.62 depending upon thickness of carpet squares. Hopefully, if approved, the balance of profit this year could be applied to the payment for the carpet and installation. The balance would be paid in the new year when the carpet is installed. Stacy will contact the sales representative about how financing might be managed. Jenn will send out an email explaining the carpet plans and where members can view the samples in the gallery. Jenn will ask for feedback about the carpet samples by December 15.

Membership, Ardith Gray: Ardith was not able to attend this meeting. There was discussion about the complexity and magnitude of the Membership Committee. Responsibilities include maintaining the Artist Wait List, recruiting new artists, processing applications, jurying new artists, training and scheduling new artists, assisting the installation of their artwork, and supporting new artists as they start working in the gallery. There was a suggestion that a committee of about 6 members representing different mediums of art be created as a joint Membership Committee. These members would determine how to share and divide the responsibilities of this committee. They would also select a representative to attend board meetings or share this responsibility. Training of new artists also needs to be reorganized and delegated. The Display Committee would determine which artists would be brought into the

gallery based on gallery needs and space available. This concept would be presented to the membership for approval.

5 artists will be jurying in January, 2022. Jurying will take place at the January 17th membership meeting. It has not been determined if this meeting will be in person or Zoom.

Display, Susan Stoll: Artists have been notified of their upcoming moves. Some artists will be offered full spaces as they become available. Artists wanting to move to full or half spaces need to contact Susan and be put on her list. There was discussion that our Membership Agreement allows for artists to rent available wall or 3D space for short term rentals. This space would be rented for the usual rates on a month to month basis. Susan will let members know when space is available for short term rent. Susan will also send out the Featured Wall monthly themes for 2022.

Events, Stacey Lamothe: There are two upcoming events in December in Old Town. Classic Christmas is scheduled in the evenings of December 11 and 18. The gallery will participate with demonstrations and extra staffing in the gallery. There will be no refreshments due to COVID restrictions. Stacey will send out an email with sign ups for duties for these events.

Publicity, Darlene Riel: Darlene is continuing to work on an annual planner for publicity. The Placer Arts Studios Tour was very successful for the gallery and brought in many customers and sales. It was very worth the \$330 fee to be included in the tour as a gallery.

There was discussion about the frustration of committee members not fulfilling their responsibilities. Committee members need to be reminded of their responsibilities and if they continue to not fulfill their responsibilities they need to be removed from the committee and placed on the Extra Shifts list.

There was also discussion about the need to update the website.

Old Business:

Bylaws: Shoshi researched the legality of the desired changes to the Bylaws and Membership Agreement and learned that this can be done without requiring a lawyer. Changes require 75% membership approval. The amended documents need to be attached to the original Bylaws and filed with the Secretary of State.

Election Results: The election of officers and committees was completed and will be effective starting January 1, 2022. All nominated positions were elected.

New Business:

KayLynn Sanderson submitted her resignation as a member of the gallery. She will be greatly missed.

Gallery Refresh! The board would like to approach this new year with the theme of Refresh. The board is looking at refreshing the look of the gallery with new flooring and possibly

reconfiguration of sales areas and counters. Refreshing of the Bylaws and Membership Agreement are already in process, and when they are approved members will be asked to sign a new Membership Contract. It would also be beneficial to refresh the gallery website.

We have been informed that, sadly, past member Connie Rodriguez has passed away from complications due to Covid. Carol will be asked to send a card to Connie's family on behalf of the gallery.

Adjourn: The meeting was adjourned at 9:15 pm, the motion made by Jenn Norpchen and seconded by Stacey Lamothe.

Minutes submitted by AOTG Secretary, Diane Tharp.