

Auburn Old Town Gallery
218 Washington Street, Auburn, CA 95602
Board Meeting Minutes
October 13, 2021

Call of Order: This Zoom meeting was called to order at 7:00 pm by President Shoshana Bilunos. Present: Susan Stoll, Stacey Lamothe, Diane Tharp, Patty Pieropan Dong, Darlene Riel, Ardith Gray. Absent: Jenn Norpchen

Approval of Minutes, Diane Tharp: The August 16, 2021 Board Meeting Minutes were approved, the motion made by Susan Stoll and seconded by Stacey Lamothe.

Treasurer's Report, Stacy Pedri: Stacy reported that September ended with a balance of \$-1.55. This was not surprising given the weeklong sale giving no commission to the gallery. The gallery's year to date net income is \$2,740.92. There is \$10,967.14 in the gallery's savings account and \$20,509.19 in the checking account. The gallery's total assets are \$31,659.49. The goal by the end of the year is to not have a profit so there will be no taxes to pay. There is also \$5,000 in cash originally planned to be put towards new flooring. This cash and the ending balance of net income will need to be spent before the end of the year.

There was \$500 collected for the new gallery brochures. The cost of the brochures was less than this amount so the remaining balance will stay in the budget for that account.

There was discussion about a question from Gail Morgan concerning payment for Shannon's glass works. Gail no longer has glass art in the gallery and does not work shifts, so her Emeritus standing has been dropped for these reasons. Since July, Shannon is the gallery artist on record, and checks must be made out to her, as advised by our CPA. Patty will explain this to Gail.

The Treasurer's Report was approved, the motion made by Darlene and seconded by Susan.

Display, Susan Stoll: Linda Miller and Susan measured out the 3D spaces and notified members of any necessary changes to their spaces. Some artists are moving to full spaces. Terry Green's stained glass art will remain in the gallery since there is space for it at this time.

Membership, Ardith Gray: Currently, there is just a jeweler and a photographer on the Wait List. There is not room for more jewelry and photography in the gallery right now. There will continue to be Calls to Artists for potential members. Mary Lou Anderson will be adding jewelry to her display and Sofya Kobayashi will be training on Oct. 26th. Sofya will need members to work her shifts. Dana Barrow will be leaving the gallery at the end of October. There will be no jurying of artists in November. The next jurying will be in January.

Shoshana has suggested that we pair new members with mentors who can provide supports and extra training when needed.

Don Atram's wife is willing to work shifts for the gallery. The Bylaws Committee will be meeting this month to review and make recommendations for revisions and clarifications of the language in the Bylaws and Membership Agreement, so this issue will be addressed.

Publicity, Darlene Riel:

The revised artist-paid brochures are available at the gallery and are also being distributed. Shoshi has been distributing brochures at the local hotels. The next revision can include new and old members that did not qualify or respond at the time of call and print. Darlene is developing a list of distribution places, contacts, and tracking numbers of brochures delivered. She made contact with the Arts Council of Placer County, and they will include our brochures any time they have a booth or outreach. They are taking our brochure to the upcoming Auburn Community Festival (October 16); and the Mandarin Festival (November 19-21).

Online presence is being researched. Darlene has added Visit Placer County <https://www.visitplacer.com>.

Darlene recently noted that 7 artists listed on the gallery website had no bio, pics or identity to their artwork. She outreached to these artists in August and they all responded. Ann Ranlett is getting their information posted (5 artists have been posted as of 10-12-21. The Anniversary Spotlights are continuing. There has been positive feedback and Darlene is continuing to urge members to view these interviews and learn about their fellow artists.

There is a need for a gallery calendar prepared in advance for the year. Darlene sent out emails to the various art tour associations that our artists may be associated with to add to our calendar. Feedback from gallery members was to not have any gallery associated event at the same time as local tours. Shoshana suggested having a meeting in January to put together a yearly calendar.

Photography Month Sacramento 2022 will be in April, 2022. The gallery is officially in this tour. "Through the Lens" will be the title of our show and the photographers of the gallery will occupy the Feature Wall in April 2022. Darlene created an account with Sacramento 365 for this event and hopes to utilize this free event calendar for all other AOTG events.

Press Releases are an area of development. There is a need to research and update who receives our press releases, as well as specific direct contacts and publication deadlines. Darlene would like to add a committee member for this task. Jenny Benoit has been suggested and Shoshana has contacted Jenny regarding this. Jaime Baxter suggested getting the contact list from the Arts Council of Placer County if this is allowable.

Facilities, Jenn Norpchen: Jenn was not able to attend this meeting. There has been an issue with the lights in Mini Suite A which is being corrected. Jenn is also ordering bags and wrapping products for the holidays.

Events, Stacey Lamothe: Stacey will be asking for volunteers to demonstrate in the gallery for the Placer Artists Studio Tour November 12-14. The gallery is one of the locations on the tour map and it would be helpful to have extra artists there to demonstrate and talk about the artists and art in the gallery.

The next Co-op is Oct. 21 from 5-9 pm.

Downtown Trick or Treat is scheduled for Oct. 29, from 3 pm to 5 pm.

Old Business, Shoshana:

Updating Bylaws: Shoshana, Diane Tharp, and Stacy Pedri will be meeting on October 20th to review and make recommendations for updating the Bylaws and Membership Agreement. These recommendations will be presented to the membership for a vote of approval at a future meeting.

New Business, Shoshana:

Members out of Compliance with the Membership Agreement: Chris Foster keeps a record of attendance at Membership Meetings and Volunteer Hours. All members are required to attend these meetings and serve on a committee or work extra shifts. There are 5 members out of compliance according to Chris Foster's records. Shoshana will send an email to these members about their lack of compliance, highlighting the language in the Membership Agreement. These members can respond if they don't agree with noncompliance. Starting in November, these members need to start attending general meetings which are always on the 3rd Monday of every other month and start participating in committee work or extra shifts.

Nominating Committee: Christina Salazar is chairing the Nominating Committee and her committee has been contacting members as to their interest in board positions. Board meetings are held the second Wednesday of each month. There is a requirement that anyone interested in being a board member must have been a member of the gallery for at least one year. There has been no interest in filling board positions thus far. Members interested in taking a board position should contact Christina. The current board has not committed to staying on the board for next year. Shoshana will be making the ballot for this election.

Adjourn: The meeting was adjourned at 9:00 pm, the motion made by Patty Pieropan Dong and seconded by Stacey Lamothe.

Minutes submitted by Secretary Diane Tharp.