

Auburn Old Town Gallery
218 Washington Street
Auburn CA. 95603

Board Meeting Minutes
January 12, 2022

Call to Order, Shoshana Bilunos: This Zoom meeting was called to order at 7:10 pm. Present: Ardith Gray, Patty Pieropan Dong, Susan Stoll, Diane Tharp, Darlene Riel, Stacey Lamothe, Stacy Pedri, Shoshi Bilunos, Jenn Norpchen.

Vice President's Report, Patty Pieropan Dong: The inventory issues in the gallery seem to be resolved. There have been other issues with members having difficulty counting and tallying money when opening and closing. Some of these are very recurrent. There is a concern that these members should not be opening or closing the gallery, and should work midday shifts. Patty will talk to these members about these concerns, and a time frame for improvement will be allowed before shift schedule changes are made.

Approval of Minutes, Diane Tharp: The December 1, 2021 Board Meeting Minutes were approved, the motion made by Jenn Norpchen and seconded by Darlene Riel.

Treasurer's Report, Stacy Pedri: The totals of money in our savings, checking, and petty cash equals \$38,535.79. There were \$48,915.77 in sales in December. December's financial statement ended with negative \$3,470.54. The year end balance is \$2,021.06, which is taxable income. The K-1 tax forms will be completed by our accountant. The final due date for K-1 forms is March 15, but hopefully they will be completed before then. \$100 VISA gift certificates were sent to our bookkeeper, Sandy Sherwood, and our landlord, Nancy Johnson, as a token of our appreciation.

Display, Susan Stoll:

There are lots of moves planned. Lana Federico has pedestals to donate so Susan will go through our inventory of pedestals and purge older, less attractive ones. Susan, Shoshi, and Stacey will clean out our storage unit and get rid of old, unusable items. These items will be made available to members if they want them. Boxes of financial records 7 years or older will be destroyed.

Membership, Ardith Gray:

The Membership Committee is being reconfigured, and Shoshi will be scheduling a meeting with the Membership Committee to work on the new structure and operations of the committee.

There will be 7 or 8 artists jurying at the next membership meeting in February. There may be a need to look at doing jurying as a separate meeting because of the time involved reviewing so many artists.

Publicity, Darlene Riel:

The gallery has a great quarter page ad in the Discover Auburn publication. This ad was well worth the \$330 fee. There is also a large article in the Auburn Journal about Sonja Hamilton's show at the library. Sofya Kobayashi will be joining the Publicity team, hopefully working on Press Releases. Darlene has created a very helpful yearly planning schedule for Publicity.

The gallery website was discussed and the board will explore the cost of hiring an outside website designer to update the gallery website as part of the gallery "Refresh" focus. Bids will be collected to present to the board.

Artist Spotlights featuring various gallery artists are now on the website.

Facilities. Jenn Norpchen:

The new carpeting has been purchased and the install date is still to be determined. Install will most likely happen in late February or early March. The entire install will occur over two days during which the gallery will need to be closed. Artists will need to move their artwork and the Facilities and Display Committees will help with moving pedestals and other furniture. This will be discussed at the Membership Meeting in January.

Events. Stacey Lamothe:

Stacey is waiting to learn more about the annual Old Town event, Taste of Chocolate, scheduled in February. In the past, the gallery has gifted ceramic hearts to customers making a purchase in February. Mary Cargile made hundreds of ceramic hearts to be passed out for this promotion. Mary and Linda Miller hand-painted them. Many thanks for their efforts and time involved doing this! The board will present them with \$25 VISA gift certificates as a thank you!

Old Business:

Membership Agreement/ Bylaws Committee: Shoshi, Diane Tharp, and Stacy Pedri have been working on updating the Gallery Membership Agreement and Bylaws. They are hoping to present the new Membership Agreement draft to the members at the upcoming Membership Meeting.

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

Minutes submitted by AOTG Secretary, Diane Tharp.