

Auburn Old Town Gallery
218 Washington Street, Auburn, CA 95603
General Membership Meeting
March 21, 2022

Call to Order: This Zoom meeting was called to order by President Shoshana Bilunos at 7:05 pm.

Approval of Minutes, Diane Tharp: The January 12, 2022 AOTG Membership Meeting Minutes were approved, the motion made by Patty Pieropan Dong and seconded by Stacey Lamothe.

Treasurer's Report, Stacy Pedri:

The end of February ended with a \$446.77 profit. The year to date profit is \$178.81. There is \$10,967.60 in the gallery savings account and \$25,408.86 in the gallery checking account. Including petty cash the total gallery assets are \$36,558.90. The \$5,700 cash reserve will be used towards paying the balance of the new carpet purchase. The Treasurer's Report was approved, the motion made by Sandy Delehanty and seconded by Jenn Norpchen.

Closing procedures have been going well, and Stacy offered to help anyone with additional training for closing shifts. Stacy is also creating a checklist for closing responsibilities.

Vice President's Report:

Vice President Patty Pieropan Dong reported that she has had some communication with members in regards to the gallery "refresh", adhering to the newly revised Membership Agreement and the new Membership Committee restructure.

Committee Reports:

Membership, Shoshana Bilunos: Shoshi reported that the Membership Committee has been meeting and determining the restructure of this committee. Two new member mentors have been determined, Janis Quinn and Jane Wells. Mentors will schedule new members' training with working members and will walk them through the initial gallery setup requirements. Shoshi asked members willing to help with training new members during their shifts to let her know. Shoshi is being trained by Keith Smith on how to do POS training, and eventually Shoshi will turn this responsibility over to the membership committee members.

New member Barbra Paitich will start her orientation and training on April 7th and will bring in her artwork shortly after. Theresa May has not been scheduled yet for training. Sonja invited Barbra to shadow her during her closing shift and was able to focus only on this aspect of work in the gallery. It has been deemed that it would be helpful to break up training into smaller segments.

The next jurying meeting is scheduled for May 16th. The plan is to have art for jurying be shown in the gallery. The committee is also working on an online application process that will eliminate the mail in application.

Publicity, Darlene Riel:

Darlene met with Keith Smith to transition to take over Mail Chimp and eblasts for the gallery. Hopefully in time this responsibility will be turned over to others on the Publicity Committee. Sofya Kobayashi will be the lead for the gallery press releases. A new email address has been created specifically for this purpose. Since the featured art theme in April will be photography only the gallery photographers have been asked for press images this month.

Jamie Baxter has volunteered to serve as the gallery liaison for the Old Town Business Association and will be attending their meetings and reporting back to the membership. Amy Connelly has also become part of the Publicity Committee but has not yet been given an assignment.

Darlene shared that it is a goal of the Publicity Committee to have back up committee members for the committee leads so there will be support in the case of illness or absence. The major responsibilities need to be shared.

The gallery participated in the Placer Artists Studios Tour last year and this was very successful in terms of attendance and new contacts. The publicity committee will apply to be part of this tour again in 2022. Gia McNutt clarified that this year the tour will take place November 11,12,13 and there will be an optional additional encore tour the following weekend, November 18,19,20. Gia clarified that this studio tour is only open to residents of Placer County and encouraged Placer County artists in the gallery to apply. However, all gallery members can participate as part of the gallery and can do demos and represent the gallery as a gallery member. All sales would go through the gallery POS.

Display, Susan Stoll:

Susan reminded members to come into the gallery to take out all artwork on pedestals on March 27th, in preparation for the carpet installation. Art pieces hanging low on the walls or bins on the wall might be removed or covered. The removal of the old carpet and the sanding of the floors will produce large amounts of dust. Plastic sheeting will be used to cover the cases and counters. Doug Parks will come in on Sunday to take down the POS system and remove the computers. The pedestals needing touch up paint have been marked and hopefully will be touched up if possible during the installation. Susan will be marking the artists' pedestals with painter's tape and has taken pictures of all the displays so they can be returned to their original positions.

Chris Foster reminded members to record their volunteer hours in the Volunteer Binder.

Facilities, Jenn Norpchen: Jenn has been sending out informational emails about the carpet installation taking place March 28-30. The gallery will be closed during those days. Members can bring their artwork back into the gallery on Wednesday, March 30, and the gallery will reopen March 31st. Jenn reminded members that it is important to use dollies when moving pedestals for several weeks while the carpet glue cures. New cabinets for the sales area have been ordered, but might not be installed until after the carpet installation.

New Business:

KVIE Auction: The KVIE Auction was discussed as a potential event for participation by the gallery. 6-12 artists would need to donate art to this auction which would provide up to an hour of TV promotion time for the gallery. Doug Parks has volunteered as a commentator/spokesperson for the auction in the past and would be willing to do this for our gallery. The Call to Artists for this auction happens in May, and the auction takes place in October. More information will be shared when the Call to Artists is publicized.

Updated Membership Agreement: Shoshi asked members to be sure to read the new Membership Agreement and contact her if anyone did not receive a copy.

Staffing/ Calendar: The gallery will be closed on Tuesdays starting in May. This closure will continue until there is adequate staffing to reopen on Tuesdays.

Collaboration Theme: Linda Miller reviewed the Collaboration Theme for the month of May. Gallery artists can partner for their collaboration with another gallery artist or an artist outside of the gallery for this event. There can only be one POS sticker on the item and the participating artists need to decide beforehand if the item sells how the money should be decided and what happens if the art is not sold.

Adjourn: The meeting was adjourned at 8:05 pm, the motion made by Stacey Lamothe and seconded by Sandy Lindblad.

Minutes submitted by AOTG Secretary Diane Tharp.