

## Auburn Old Town Gallery

### Board Meeting Minutes

July 12, 2023

Call to Order 7:06 PM

Present: Carol Bellamy, Sandy Lindblad, Shoshana Bilunos, Suzanne Hambleton, Darlene Riel, Susan Stoll, Diane Tharp, Sonja Hamilton, Barbra Paitich

Motion was made by Suzanne (filling in as Secretary) to approve the June minutes of the AOTG board meeting with amendments from Darlene. Carol seconded the motion and the minutes were approved.

Vice President's Report, Shoshi Bilunos/Sonja Hamilton

Shoshana-several emails from Sofya Kobayashi (to be discussed later in the agenda)

Sonja-Received an email from Shannon Morgan about her health. Sonja will send the email to Carol to be read at the membership meeting on June 17.

Sonja-Ann Ranlett won an award for her art. This information should be forwarded to Sandy Delahanty (social media).

Treasurer's Report, Stacy Pedri- No report

#### Committee Reports

##### Special Events, Diane Tharp

National Night Out-the Gallery will not be participating.

The gallery will be participating in the next Old Town Co-Op Thursday, September 21, 5 to 9 pm. Diane will coordinate volunteers to set up and work at a table outside and do demonstrations for this event.

AOTG Anniversary Sale and Reception- Reception to be on September 15th. Sale dates (September 11th-17th) and percentages (10% or 20%) will be determined when Stacy returns. Diane will contact Stacy about the discount (10 or 20%). Once this is determined, Diane will work with Publicity and Social Media (Sandy D.) for advertising the event. Still to be determined- Who will adjust the POS system for the Anniversary Sale and who will return it to "normal" state after the sale.

##### Membership, Suzanne Hambleton

New member Carol Crockett is in training mode and should be able to be on the AOTG calendar in August. Carol joined the membership committee.

New member David Rosebery will be occupying his space on July 20th. Membership has received four applications for the September 18th jurying at the membership meeting.

### Display, Susan Stoll

The Display committee will be adding shelves to David's new space. There may be 2 half spaces for 2D artists soon. Sonja showed the Board the wonderful new sign she created to be hung at the gallery. Susan will collect the sign from Sonja and install it.

### Publicity, Darlene Riel

Eliminating an extra email going out and into inboxes- Darlene is going to ask Linda Miller to include a Call for Images"; when she shares with Membership each month the finalized Feature Wall. Linda will remind membership of the next month's theme and include "please send your images to aotgpress@gmail.com by the third week of the month".

The Lincoln Town City Hall Tundra Gallery is not available for the months we had hoped for – November and December. Carol will announce this at the Membership meeting on July 17th.

Placer Artists Studio Tour Update- Darlene will arrange for updating our banner to hang over Maple Street with the 2023 Tour dates. An application will be submitted to the City to hang the Banner before the Tour. Darlene will solicit artists for 6 pieces of donated work for the daily drawings during the Tour. Darlene and Diane Tharp with Events will coordinate with other items such as refreshments, art demonstrations, and music and work together to keep Janet Nicholson informed.

Darlene solicited help in defining the role of Publicity since she will be leaving for a month (returning August 28th).

Social Media will start advertising the Anniversary Sales Event as soon as the details are set.

### Facilities, Barbra Paitich

Barbra's last day is July 15th. Barbra created an Facilities Inventory in the Facilities booklet. Barbra suggested Linda Whiteside or Jen Norpchen would be willing to finish out the year as the Facilities Director. The new Facilities Director must be voted on within 60 days of July 15th.

### New Business

Doug Parks asking for a return to Tuesday's 12-4 shift. This was discussed by the Board and determined that the gallery does not have enough staff to add this requested shift. Perhaps this could work out at a later date.

Take down Plexiglas barrier on front counter- this will be discussed at the Membership meeting on July 17th.

September Sales advertising/reception-already discussed

Extra shifts are consistently needed to fill the calendar. Suggestions on how to resolve this issue will be brought to the membership at the July 17th meeting and discussed at the August Board meeting.

Board Directors should monitor their committee members for outstanding participation and provide positive recognition of their work at the membership meeting.

Election: Carol/Meg will detail what will be on the ballot when voting in November at the July 17th Membership meeting.

### Unfinished Business

ADT false alarm protocol-Carol will add the false alarm instructions in the Gallery information folders and will explain this at the meeting.

Date to clean out the storage unit- Susan and Diane will work on a date for this.

Lease is up November 30th of this year- AOTG will get a copy of the new lease to review prior to the lease renewal.

Sofya Kobayashi \$100 fee return-several emails have been exchanged. Arbitration is the next step per the membership agreement. For now Carol B will send an email to Sofya letting her know that the board received her emails and are working toward a solution.

Adjourn-Sandy moved the board meeting adjourn, and Sonja seconded the motion. All were in favor.

Respectfully Submitted,

Suzanne Hambleton (for absent Secretary Janis Quinn)