

AOTG Board Meeting MINUTES

Monday, June 10, 2024, 6:00 p.m.

Call to Order –

President Connie called the meeting to order at 6:15 pm

Roll Call – Janis

Connie, Louise, Janis, Lorna, Diane, Cathy, Linda, Kirsty

Agenda Adjustments

No agenda adjustments

Approval of Minutes from May meeting –

Minutes sent to Board on 5/14/24. Minutes stand approved

President's Remarks – Connie

No comments

Vice President's Remarks – Louise

No comments

Treasurer's Report – Kirsty

Balances:

\$10,987.46 Money Market Account

\$22,520.99 Checking Account

\$ 200.00 Petty Cash

\$719.57 negative profit this month

\$1681.65 negative YTD

Connie noted that, according to our current bylaws, the financial report is to be approved at the Membership Meetings not the Board Meetings.

Secretary's Report – Janis

We've had two situations recently where members did not show up to work their assigned shift, which has opened up a conversation about our reminder calls. It appears many times the calendar

indicates a member has been called with a shift reminder, but that person states no one has contacted them.

Our new protocol requires that a person can be 'texted' with a shift reminder, and in that reminder it is clearly states they must confirm they've received the text. If that confirmation does not come in the member must be phoned.

Suggestion made that once confirmed we place a 'c' next to their name. In retrospect, calls or texts are a courtesy. Members need to be responsible for paying attention to the schedule and showing up to work their shifts.

Kirsty will research how to invoice the last two members that missed their recent shifts.

We also discussed the continued need for members to work extra shifts. This is our reality and not going away.

Committee Reports

- **Publicity Reports** – Lorna

Brochures are completed but Gini reported they are already out of date. Lorna needs to check with her on that. Feature Wall: Good participation but not a lot of backup information from artists that can be used for publicity. Connie suggests a reminder go out when soliciting for Feature Wall Art that the artists need to provide photos for publicity to publicize the art. AOTG Member Group: Recently discovered one of our artists invited two non-gallery members to join our page, so that will be addressed.

- **Membership** – Suzanne

Janis reported in Suzanne's absence that four of the five new artists begin training this next week, and all four will have their art in the gallery by Wednesday, June 12th. They seem to be very eager and sharp and we all feel excited about their joining AOTG.

- **Special Events** – Diane

Art Walk was very fun, successful. We had increased foot traffic, much more than a normal night. Only two locations in Old Town this year, but people did come to Old Town to visit the two vendors participating. Generated about \$800 that day in sales. Next Art Walk is August 2nd. Lorna and Sonja are being featured; Stacey Lamonthe has offered to come in as well.

In September we will host our Anniversary event. Conversations will start in July.

Diane is keeping very detailed reports as to who is supporting our events and feels if members are not participating they could/should take an extra shift.

We still have FOUR members that have not paid their \$10 contribution towards our special event treats. Will send the new members an email in about a month explaining the donation and collecting a reduced amount from them for this year.

Complemented Linda on the sandwich board and will work with Sonja to complete the calligraphy for events.

Board is only supposed to be out on the street during special events, not on a daily basis. There's hope this limitation is being looked at and we can start utilizing the board on occasion. Discussed finding a way that an artist working a shift can promote that they are in the gallery that day to attract attention in.

Connie asked if Diane and Lorna would talk about this at the next membership meeting

Display – Cathy

Five new members, four artists are on display. They are a breathe of fresh air and very thankful to be at the gallery. They bring many fresh ideas and asking good questions.

Connie questions when we would have a reception for new artists – this happens in January

- **Facilities – Linda**

No comment other than looking for an order that should have been delivered

Old Business

- Membership Agreement revisions
 - Fine amounts
 - Uniform enforcement
 - Schedule of membership meetings

- Bylaws revisions
 - Additional provisions that may be needed:
 - Communication
 - artist capital accounts (?)

Connie has spent many hours updating our documents and recently sent to the Board for their review and input.

Louise questioned if we were going to involve the membership in obtaining their input for changes. Janis reminded Board that we did present this at the May Membership Meeting, inviting them to contact the board with any suggestions or comments. To date we have not had any member has respond to that invitation

Connie stressed we really look at the documents and consider anything we want to add. Provisions can be added...ie., Stating that all members MUST routinely check their email to receive gallery communications. Another example... members can be assessed an annual fee that goes towards purchasing appetizers or drinks at our special events.

We are ready for a legal review and are looking for an attorney.

Louise will check with other galleries to see if they know someone they have used and provide references. Louise asked should she find someone that might be able to review our documents whom should she call? It was suggested she ask for a ballpark figure to conduct the review.

Membership Agreement – how much do we want to enforce some of the rules? As example, attendance at membership meetings. We have some members that, for various reasons, never come to a membership meeting. It would be very difficult to accommodate everyone's unique schedules (something that keeps some members from coming to the meetings). Consider assigning members an extra shift if they fail to meet the required number of membership meetings annual, or if they do not participate in the number of required special events annually. This seems fair, but does require the appropriate Director's to track the activities and let the scheduler know who should be assigned shifts.

New Business

- Scheduling issues – discussed under Secretary Report
- Repair expenses – people coming in to work on something would like to be paid at time of service. Kirsty will devise a way to pay vendors and report back.

Kirsty motioned to adjourn the meeting. Cathy seconded. All in favor AYE

Meeting Adjourned at 7:31 pm

Respectfully Submitted,
Janis Quinn, Secretary