

AOTG Membership Meeting
March 17, 2025
Minutes

Call to Order – Board Member Diane Tharp called meeting to order at 6:33 pm

Approval of Minutes from January Meeting.

Patty motioned to approve the January Meeting Minutes, Kirsty seconded.

All in favor **AYE**

Minutes from all Membership and Board Meetings are filed in the white binder marked “Minutes” under the front counter. They are also filed on the AOTG Website in the Member Section.

Roll (Sign in)

Members were reminded to sign the sign in sheet on the front jewelry counter.

Treasurer’s Report – Kirsty Roberts

MMA: \$10 988.28

LLC Ckg: \$20,851.80

Petty Cash: \$200.00

Total of \$32,040.08

Gia made motion to approve the Financial Report. Sandy seconded.

All in favor **AYE**

Kirsty also reminded Members that we do not accept checks for payment of purchase and that the \$100 bills issued prior to 1990 do not have any security built into them. It doesn’t mean we will not accept them, just that our bill checker can not detect any security triggers as none are built into the bill.

Secretary’s Report – Janis Quinn

Committee list has been updated and filed in the Staff Binder and on the nail peg above copier with the roster. This Committee list is also filed in the STAFF Binder under front counter and in the AOTG website in the Member section.

We no longer have a ‘copy’ person. Please check most used forms when working and contribute towards keeping forms supplied. Originals of the most common forms (Cash Count, Happy Call and Customer Information Sheet) are in bottom file drawer under counter, and the ‘master’ documents are filed in a folder on our desktop.

VP Report – Diane Tharp provided the VP report for Louise Bezark

K-1 Disclosure Statement was emailed to all members. Please share with your tax preparer. Members are reminded that unless you are a client of Jennifer Starbuck you are not to phone her with questions, as she is not able to provide tax advice to you.

Announcement made that we are searching for a new bookkeeper as Sandi Sherwood has announced her retirement. Please share this information with any friends you have that might be interested. The job announcement will be published on social media

Diane introduced new Member Gay Jeger. We all her welcomed to AOTG.

Committee Reports

- Display – Stacey Lamothe
Upcoming moves have been scheduled and artists notified. We have 2 half spaces for 2D art. There is a large glass case in back room, which is available until needed by a new Artist. A current member that might be interested in renting a shelf for \$20/month should contact Display.
- Facilities – Linda Whiteside
Will be providing a new 6' ladder for gallery, as the current ladder is dangerous. Has purchased more of the printer labels. Please be careful to not waste these if the printer goes crazy just turn it off and it should stop producing labels. Print for 'this record only' NOT 'print all'
- Membership – Gia McNutt
Not in attendance, but announcement of their Membership was Barbara Steffen (who is returning to AOTG after a period of absence) and Carol Toomey. Gia also shared that Artist Stella Canfield is leaving gallery

Jurying happening early April. Submission date is in one week. We have four applications currently, and will take more. Please encourage any artists you know to submit an application. Our hope is to build our waiting list so we can fill any empty spaces from the wait list when a member plans to leave. Sandy suggested we look for a pastel artist and Sonja eagerly replied she knows someone and will talk to them promptly to determine their interest.

In person jurying will take place on April 3rd. Gia is asking for Members that would like to be part of the jurying process. We have two members currently volunteering, Amy Conley and Ann Ranlett, and need a panel of 9. Tim Turney offered to join team. Gia will be sending out an email to all Members encouraging their participation

- Publicity – Lorna Miser
Kimber has been posting a lot of social media, really great things. Has asked Lorna to remind everyone when posting to please tag the gallery **@oldtowngallery** each time to boost audience. Lorna would also like you to please tag **@exploreauburnca**
- Special Events – Diane Tharp/Livia Kerr
Diane reported her thanks for sending in your \$15 donation to support our social events, and shared she only needs to follow-up on a few donations. Great work.

April is photography month and our photographers will be on the feature wall.

May 15th 5-9pm is the date of the 1st scheduled Old Town Auburn Co-op. Events committee will be there to support the event and will send an email out to invite other

AOTG Members to participate. Space in front of gallery is reserved for our use only. All artists are allowed to have some of their work in front for sales.
The 2nd and 3rd Co-op dates are July 17, and September 18
5-9PM – all on Thursday's.

Art Walk is being greatly revitalized. Dates are June 6th 5-8 and August 1st 5-8.
The tour is split into three regions: Old Town, Mid-town and Downtown with transportation among them. There will be 7 businesses and galleries in each region for a total of 21 locations. There will be punch cards for customers attending and cards will be punched at each location the customer visits. Anyone achieving all 21 locations will be eligible for a prize in the bonus raffle.

Applications are on the counter, and Diane reminds us that any Member of AOTG can be part of the Art Walk and show in any of the participating locations. Art will be placed in the locations for a period of 2 months.

Old Business

Membership & Operating Agreements – Legal Update - Janis

Janis had emailed the drafted version of both documents to all Members on March 13, 2025. Members were asked to review and please come to tonight's meeting with any questions. As in her email, Janis reiterated tonight that there are not a lot of changes, only more careful wording and clarification that we, as Members, are OWNERS of this Company. Reminded everyone we are a Member-Owned Limited Liability Company, taxed as a Partnership and structured like a Co-op.

The review period is now, and everyone is asked to please send any questions to Janis, who will compile them with answers and provide all of that information to everyone. When the electronic vote occurs, which will be 30 days from March 13th, a clean set of documents will be provided and the vote called.

If approved, all Members will be required to sign a new Membership Agreement and Operating Agreement.

Filling 2025 Leadership roles – Diane

Discussed need for President at AOTG. Please notify a board Member of your interest

New Business

Bookkeeper Recruiting
Shared above

2025 Proposed Holiday Calendar

Brief discussion over holiday schedule. The request is to have uniformity year to year and not make the decision if we will be open or closed as the holiday nears. The initial proposal was to be closed Thanksgiving and Christmas Day and modified hours on New Years Day of 12-4. Sandy Delahanty suggested we be open on New Years Eve from 10-2 and open on New Years Day.

We all agreed to think about it and topic was tabled.

K1 Statements are in your file folders. (Not the disclosure that was emailed). This is the K1 Statement needed for tax preparation.

Linda Whiteside, not present at meeting, had asked Diane to please explain how to pack the Totem Pole if sold. Packaging material is available for this purpose. Question was asked if the Totem could be outside in weather and we were unsure. Suggested you please check with Linda.

Adjournment

Stacey motioned to adjourn, the meeting. Jenn seconded.

All in favor **AYE**

7:11 pm

Respectfully Submitted

Janis Quinn, Secretary