

AOTG Board Meeting MINUTES

Monday, September 8, 6:00 p.m.

Call to Order: Louise called the meeting to order at 6:00 pm

Roll Call – Janis

Present: Louise, Janis, Stacey, Kirsty, Linda, Livia, Diane, Gia, Lorna

Approval of Minutes from June, 2025 meeting. Kirsty motioned to approve the minutes, Janis seconded.
All those in favor AYE

Treasurer's Report – Kirsty

MM \$10,988.84

Checking \$14077.62

Petty Cash \$200

Total \$25,266.46

Sandy has been removed as a signer from WFB checking accounts and new bookkeeper Glen has been added. Things are going very well. Glen is eager to continue learning so he is able to be helpful in other ways, such as POS. Has had some training with both Ann and Doug. Also learning how to manage the annual reporting requirements to fulfill compliance regulations. He is also looking at current income and expense numbers and creating some projections to assist us in going forward. Glen has showed interest in scoping out Director & Office insurance pricing and has received a quote from our current carrier, Hartford Insurance of \$1775 annually. There are many questions and mixed feelings around D&O insurance, particularly what it covers and what are possible scenarios of when/why we would need it. Looking at bundling all of our insurance for a lower fee. Kirsty offered to send out Glen's review of his initial evaluation on the topic.

It was suggested that Glen join a future board meeting to share his knowledge and experience with the Board. Kirsty offered that he would be willing to join all board meetings and also be included on our email correspondence, but at this point it didn't feel as though we were sure about extending that invitation.

Kirsty extended thanks to Louise for taking over the President role this year

Secretary's report – Janis

Captured below

Vice President's Report – Louise

No report

Committee Reports

Membership –Gia

Gia sent us all an email with information regarding the jurying process scheduled for September 22nd. She confirms she has 10 artists that have committed to being on the jury. Question was raised in regards to a new artist being able to participate in the process. The Board felt that yes, they should not have restrictions to participation, and that the Membership Team focuses on selecting artists that are knowledgeable in their genre for jurying and therefore are important to the process, new to the gallery or not. They also extend some basic guidelines to the jury team (ie., Reminder to anyone jurying they are to base their decisions on the quality of the work, whether it be a likeable style to you or not). Janis also shared that the Membership Agreement lists a new member as a Probationary Member for a six-month period, but they have all rights of full membership.

Display – Stacey

Continued moves occurring. One change creates a domino effect and they have to rethink everything they've put in place. Going smoothly

Special Events – Liv

1. Diane sent a report out prior to the meeting. She's included a budget because we collected \$700 this year and now talking about what/how to spend. There is a balance of \$500 remaining. Considerations if given to hiring more musicians for the Placer Art Tour or have the money roll into 2026.
2. Anniversary reception was very fun and successful with lots of people attending. Sales were good. Be sure to consider next time the importance of refrigeration if our cakes contain dairy products.
3. Next event is the Co-op. She and Liv have talked and agree the co-ops are just not working well for us and suggesting we close at our normal hour rather than staying open until 9:00pm.
4. October 11 is the Wine, Ale & Food Festival – we are paired with El Agave Taqueria and Drooling Dogs BBQ, who will be in the gallery all set up to serve customers. We have a musician that evening and looking for artists to demo. There will be 25 venues with 10 locations in Old Town. 1-5pm. Set up is at noon.

At the 9/15/25 Membership Meeting, Diane will cover the importance of artists attending events to please help the front desk person when they need it

Trick or treat planned as normal. Candy will be available

Publicity – Lorna

Michelle Magnus has offered to run for the position of Publicity next year. She is currently a Corporate Marketer and came to Lorna with questions and interest in the role. Sonja had an idea to have fans made with artwork or gallery information on them to hand out to customers on these hot days. She thought we could sell them for \$1 (our cost .50). Overall felt these would be good as a giveaway, but how many would we actually sell? Tabled for now

Facilities – Linda

There's been discussion about replacing our current printer to an Eco Printer. The cost for this type is approximately \$200-\$250 with the ink replacements averaging \$17. Discussed different types of printers and experience with it. This is being reviewed now as our current printer cartridge will need to be replaced in about 6 months and is costly. It's felt that changing printer type, though an expense now, will pay for itself very quickly. Linda will work her magic and figure it out!

Old Business

Anniversary Sale (1 week in 2026)

Consider going back to holding the anniversary sale for one week again vs. the 2 days we've done the last two years. We also discussed how it can be uncomfortable when a customer asks us to hold something for them until the sale begins. This jeopardizes the item somewhat as marking it sold or putting in the backroom and being hopeful the customer actually shows up to make the purchase is dicey. It was felt that when a customer asks us to do this, we call the artists to see if they are comfortable with the arrangement – let it be their decision

Insurance – discussed above

Pending Class Proposal

Asked Kirsty and Glen to see what it may cost us if we have to forfeit 2 spaces to create space for classes. Will be tabled until next meeting

New Business

Member/Owner Meeting Agenda & Financials Packet

Send full set of financials to members prior to the membership meetings so they have a chance to review and be prepared to ask questions. These then need to be posted on the website

Calendar

This had been a carry-over item from a previous meeting regarding the number of extra shifts we have each month, which seems to have increased. The board had suggested some changes that would reduce the number such as:

1. Closing one day per month
2. Eliminating the 12-4 shift possibly Wednesday and Thursday (previously eliminated the Tuesday 12-4 shift and things roll smoothly). It was felt during holiday periods we would discuss temporarily bringing them back

Janis suggested we bring the topic up at the 9/15/25 Membership Meeting, not for a solution, but to simply ask the question if our Members are accepting of being assigned 2-3 extra shifts each year and/or if they want the Board to look at the above scenarios to reduce them. If the Members are fine with things there is no need for a change. If they want a solution the Board would be tasked with firming ideas up, presenting the options to them and then create a ballot so the Members can vote on the solution.

Missed Shifts/Missed Membership meetings

The topic of assigning extra shifts for missed shifts and or missed Membership Meetings was reviewed. Per our Membership and Operating Agreements, we are not able to assign extra shifts. If a member misses 2 shifts or 2 Membership Mtgs in a calendar year, there is a protocol for submitting a proposal for their termination from AOTG. This can be initiated by either the Board or another Member and presented to the Board. When this happens, the proposal is presented at a Membership Meeting and the Membership votes on it.

Members are also required to either:

1. Participate on the Board
2. Participate on a Committee
3. Engaging in a Special Project

If a Member does not fulfill the requirement they can ELECT to cover extra shifts.

2025 ballot (for 2026 Business Year)

Discussed the nomination/voting process for 2026 Officers and shared if we've heard of anyone interested in holding an office next year. Lorna had earlier shared Michelle Magnus excitement to lead Publicity. Kirsty is considering staying on as Treasurer so that she can continue her work/training with Glen. Both Janis and Diane would step down. Livia would consider leading Special Events but would only do so if we have D&O Insurance. It is felt other members might be hesitant to be on the Board without it also.

Kirsty is unsure that insurance would cover the situations that a board member might want to be covered for which only validates the need for more information.

Louise will present on this topic on September 15th. The board is also in agreement that we consider offering the President, Treasurer and Secretary the incentive that they are not obligated to work a regular shift in a calendar month (but still be assigned extra shifts?) because of the hours they expend with their position. This would be a year-by-year decision by the current board.

2025 Lease/Vacate Agreement – Louise will be meeting with LL on Monday to review current lease. She also wants to understand our remediation requirements

Compensation – Diane feels we should consider some form of compensation for those that spend exhaustive hours fulfilling their jobs and importantly, travel to the gallery multiple times (ie., gas expense). Idea, eliminate shifts for President, Treasurer, Secretary. (This is further recorded above under 2025 ballot for 2026 business year)

Cathy McAllister – The board all agrees that Cathy can come back. Gia will present this at the membership meeting and ask for a hand vote of approval. She will also share information about the upcoming jurying process

Wine Fest, Oct. 11, 12-5pm – covered above

Ada compliance -CASp inspection -Livia spoke to her employer who is CASp Inspector specialized in ADA compliance and has offered to complete an ADA review of the gallery for us at no charge.

Window cleaning – Louise confirmed that we are responsible for cleaning the gallery windows both inside and out. Display will remind members that when they move spaces they are asked to PLEASE clean inside windows, window sills and baseboards. Things are dirty!

Linda will purchase a squeegee for the windows

Lorna motioned to adjourn the meeting. Janis seconded. All in favor AYE

Adjournment

Louise adjourned the meeting at 8:00 pm