

**Monday, August 12, 2019 5:30PM**

**Board Members Present:** Gwen Cowart, Mark Bennett, Mary Quinlan, Barb Wylie, John Abbott, Rebecca McDannold, Susan Henderson, Vickie Maley, Brandy Sandberg, Renee Martin, Jane Hedgecock, Sharon Haffey

**Board Members Excused:** George Haffey, Marla McDaniel

**A. Call to Order** by President at 5:25pm

**B. Discussion and Acceptance of Board Meeting Minutes:** July 8, 2019. Motion to accept the minutes: Mary Quinlan. Seconded: Vickie Maley. Motion passed.

**C. Public Comment:** Carol Kiser, Joe Winston

**Carol Kish:** The Arts & Culture Nassau event is scheduled for October 5<sup>th</sup>, in front of St. Peters Church. They want to support all the Arts in the area, by asking them to provide an activity or entertainment at the event. Sharon suggested Carol should contact Marla. Gwen requested the Art Education Committee put together something to promote the IAA.

**Joe Winston:** Joe would like to put his pieces up for auction in October the Katie Foundation. Joe will contact John or Rebecca to schedule this event. Motion to permit auction: Susan. Seconded: Vickie. Motion passed.

**Joe** also requested if there are guidelines concerning what is acceptable to display in the Gallery. Gwen confirmed language is in the operations manual, and the Gallery Director has discretion. Sharon recommended that the guidelines be sent out to all Exhibiting Members.

**D. Discussion and Acceptance of the Consent Agenda Reports.**

Motion to accept the Consent Agenda: Susan Hederson. Seconded: John Abbott. Motion passed.

**First VP: Shrimp Fest Chair:** Pipar West/Mark Bennett

**Second VP: Gallery Director:** Mary Quinlan/Barb Wylie

**3rdVP: Art Education Center:** John Abbott/Rebecca McDannold

**Treasurer/Finance Committee:** Susan Henderson/Vickie Maley

- A) Committee meeting held to review financials and current processing.
- B) Treasurer reports attached
- C) Members are developing drafts for the operations's to be added into dropbox.
- D) The Treasurers will develop a new daily sales slip for the desk workers that will include a balancing area and specific instructions related to the processing of sales, operation of the credit card machine, and the end of day duties related to cash box, charges, and the daily slip.

**Monday, August 12, 2019 5:30PM**

**Secretary/Membership:** Renee Martin/Brandy Sandberg

- A) Committee Meeting held July 12, 2019 to discuss current membership renewals and current processes.
- B) Membership renewals are at about 75% .

**Computer Support:** George Haffey, Sharon Haffey

**House and Properties:** Jane Hedgecock

**Marketing and Communications:** Marla McDaniel

- A) Renew Chamber of Commerce 2020
- B) Discover Nassau Life & Leisure Guide
- C) Quarterly issue/billing of Amelia Now Magazine
- D) Media Coverage: Art Walk, Featured Artist, Nouveau Art Show/Sale, Third Sunday movie.

**Scholarship:**

**E. Old Business**

- A) (Gwen) Carried over: For September board mtg, in addition to new ideas, each committee chair to provide a list of their committee members and their specific assignments.
- B) (Gwen) Current status of issues with adjacent vacant property. We still need utilities survey's ASAP as utilities were cleared but not officially surveyed. Gwen will coordinate electrical. Jane will coordinate water. Gwen stated the historical review committee is still withholding approval of the new building plans and will re-address this issue at the next meeting.
- C) (Sharon) The quarterly mandatory business meeting will be held on Tuesday, September 17 at 7 PM in the AEC. It will also be the reveal of our Adopt a Chesspiece project, open to all members and the community. Previous suggested adoption fee was \$10, however purchase of the pieces was almost \$100 higher than estimated. Motion to set Adoption fee for chess pieces at \$15: Gwen. Seconded: Mary. Motion passed.
- D) (Sharon) Reminder to all committee chairs: Please remember that all committee and sub-committee chairs are to provide their goal and list of each committee member and their individual tasks for the upcoming year.

**F. New Business**

- A) (Renee)
  - A) Suggestion to add "Supporting Member of the Year" to the membership directory along with "Artist of the Year". Motion to add: Gwen. Seconded: Susan. Motion passed.
  - B) Approval was requested to refund Emeritus Membership fee to Roger unless he wishes it to stand as a donation.
- B) (Mary) Copies of Policies & Procedures hand out.

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- A) Recommend amending Policy & Procedures, section 3.2.4 (defines limited member Emeritus Membership.) Amendment attached. Motion to be added to operations manual: Gwen. Seconded: Vickie. Motion passed.
- B) Recommend amending Section 3.3.16, explaining re-hang and bringing in new art work. Amendment attached. Motion to be added to the operations manual: Gwen. Seconded: Vickie. Motion passed.
- C) Discussion of Galleries outside signage and adding window signs. Gwen recommended contacting Fast Sign to add the word Gallery to outside hanging sign. It was recommended to add a 78" static vinyl sign to the window. Motion made to allocate up to \$200 for signage: Gwen. Seconded: Brandy. Motion passed.
- C) (Sharon)
  - A) Event for honoring Associate Members to be scheduled for October 4, 2019. Sharon will help Renee creating mailing labels for postcard invites to be sent no later than two weeks before the event. Motion to purchase postcards, labels, and postage: Mary. Seconded: Sharon. Motion passed.
  - B) Giant Chessboard Project
- D) (Sharon) There will be a Dropbox training session for anyone interested at 10am on Tuesday, August 20<sup>th</sup> in the AEC.
- E) Brandy asked that board members please submit agenda items broken into categories: Current status for Consent Agenda, New Business, and Old Business. Also that any attachments be sent as either a MSWord file or PDF.
- F) John is looking into storage options for the new chess pieces. Also, working with the local Chess Club for events. Pieces will be available for adoption on September 17, 2019, and need to be returned to the gallery by October 1<sup>st</sup> in order to be glazed and ready for a planned October 12<sup>th</sup> event. John to develop rules regarding usage of the chess pieces.
- G) Vickie requested we resume acknowledgment of Student artist winners. Joe suggested winners ride in Shrimp Festival parade. Vickie to research past winners to update plaque for display in the gallery; Susan will assist by checking old check stubs for past scholarship awardees.

G. Motion to Adjourn: 6:43pm