

*PAGG*  
*MEMBER MEETING MINUTES*

May 9, 2023 @3:00 PM

Meeting Facilitator: **Victoria Germond, President**

Attendees, Vickie Germond, Karen Bowden, Cindy Jenkins, Leslie Collins, Depy Adams, Karen Trowbridge, Sherry Ferber, Trish Jones, Gary Jones, Gary Rubin, Deb Ahern, Marcia DeFalco, Dick Hamilton, Ned Flemming Barbara Hopkins, Ginger Bender, Ed mosher, Rebecca McDannold, Stan Cottle

Members absent: Susan Hitchcock, Betsy Hamilton, Nancy Bartmess, Brenda Price, Janet Kolar, Lusia Culver, Carol Winner, Jeanne Tennyson, Vickie Maley, Charli Leniston, Lisa Kovacs, Noelle Almond,

- I. Call to order 3:00 PM
- II. Roll call – Secretary **Rebecca McDannold**
- III. Approval of minutes from last board meeting – Jan. 10, 2023, **Sherry Ferber** and **Karen Trowbridge**
- IV. Governing Board Members
  - a) President – **Vickie Germond**
    - Our next show is #59 “Summer Solstice”. Confirmed dates of June 12 rehang, 16<sup>th</sup> reception. Osprey Village will host. They wish to raise \$10,000 for Alzheimer’s Charity
    - Comcast is our new wifi provider (details below to be discussed by Gary)
    - Leave of Absence – The revised procedures and LOA document were distributed at the meeting and explained. They are available for member review. A member may take a LOA for up to one year. All procedures to be updated for the manual.
    - Governing Board granted approval for Accountant/Bookkeeper. Gregory Gresham with NextStep CPA has been approved at \$900 per annum.
    - A New Passport Brochure will be implemented with the TDC who will pay for all expenses. An all gallery island map will replace the ArtWalk map. Customers may play a “scavenger hunt” by visiting multiple galleries from the map and putting

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Submitted by R. McDannold

each gallery's pin number into their phone app. Our pin number is 9494, our street number repeated. You may be asked to provide it. We will have the # displayed when it is final with the TDC. Maps are on the desk. The contact information for map replacements is inside the brochure holder that contains the maps.

b) First V.P. – **Karen Bowden**

-All members are current in the review of minutes status. If you are to miss a meeting, advise Karen and let her know you have read the minutes if you were absent.

-PLEASE call your web support person to report when your painting that is displayed on the website sold from the gallery.

-A porch show is being planned. You will be advised when data is available.

-An Arts Alive arts and photography show by elementary children will be pursued for display in the gallery.

**Marcia DeFalco** manages supply purchases and organization. Please fill out the sheets on the metal cabinets as before to inform her of shortages. She will change them each month and use them to track inventories for frequency of reorders to help anticipate our needs.

-Supplies are organized thanks to Marcia. Please return items used to their allocated places to maintain this state.

-Please use one black bordered label per painting displayed. Do not take a handful home, just one per piece. These are expensive to have printed.

-Large plastic transparent bags have been purchased for large paintings sold. Fold and tape them to fit the unique size. The bottom may be cut off and folded and taped.

-Vickie G. demonstrated how to wrap painting corners to protect them with plastic wrap applied with the handheld rollers. Use these for the corners only.

-Please check your website excel sheet and the PAGG web page for artwork corrections, especially off-site art, sold art or pieces that are in other galleries.

**Sherry Ferber**- Calendar commitments for workday replacement rules. Please do not overwrite another name and do not erase yours from the calendar without getting your own workday replacement.

c) Second V.P. – **Ed Mosher**

-Oaks completed in April (Gary). Osprey Village was hung in March. Rehang date pending.

d)Treasurer – **Cindy Jenkins**

-March sales with taxes \$18,203 and April 2023 sales \$18,403

-The accountant/Book Keeper duties and delegations overview given. Due to retention of a CPA, new procedures will be in place to reduce workload and that includes automation of payments/checking along with other timesavers. Software improvements for POS (Point of Sale device) to streamline data and information generation are being investigated. All new processes will reduce errors.

-Gallery workers must include ID numbers and names of pieces sold, Artist names and price. Place yellow copy into the folder of the artist who created the sold piece. Make copies of the yellow sheet if multiple artists are on it.

-**Gary Rubin**: Wifi update. Major issues occurred with services and payments with ATT. Comcast is now our carrier thanks to heavy time investments by **Gary Rubin, Cindy Jenkins and Vickie Germond**. The unit is in the back room up on a shelf. Members will need to place the current code into their wifi dependent devices from the information card on the desk. Please **leave the card in its place on the desk after you view it.**

e) Guild Director – **Nancy Bartmess** absent

-The Chris Groves workshop was cancelled for July. It may be rescheduled for another season.

-Luisa Sketching Plein Air, Monday, June 1, at 10:00 AM. Meet at Walkers Landing. Contact Luisa to confirm attendance so hostess Tina Devoe can give security gate clearance.

(f) Art Lovers- **Depy Adams**

-A comprehensive printmaking presentation by **Marcia DeFalco** will occur on May 17<sup>th</sup> at 2:00PM in the gallery.

g) Hospitality – **Brenda Price**

-Show #58 was successful with \$2K in sales, \$660 to Alzheimer’s for Osprey Village toward their 10K goal, and attendance was robust.

h) Membership – **Vickie Maley**-absent. No report

(i) Nominating –**Vickie Germond**

-Seek and finalize 2023/2024 board replacements with a goal of August. Nominating committee is **Vickie G., Cindy J., Karen Bowden, and Rebecca McDannold**. Those seeking chair or other positions, please contact a member of the committee.

Omni Liaison – **Barbara Hopkins** – The OMNI refused Barbara’s request for signage at the entrance of the shops stating all entities on the sign are Omni shops.

Barbara will request permission to place a painting on an easel with signage for advertising in the Omni lobby.

(j) Publicity **Susan Hitchcock** –

-Reception information will now be in Arbus Magazine (an online Jacksonville arts publication) plus the News Leader calendar of events.

(l) Technology – **Trish Jones**- Please check your web page images and make sure all information is current. The new TDC Passport program will bring more hits to our website and more possibilities for views of your work. Be accurate.

The selling artist is STILL forgetting to contact Trish or Karen when an original sells so that the item can be marked “sold” on the website and we do not have irate customers over a duplicate request for a painting.

V. Old Business

VI. New Business

VII. Adjournment 4:31 PM