

PAGG
BOARD MEETING MINUTES

OCT 2, 2023 @10:00 AM

Meeting Facilitator: Victoria Germond, President

Attendees: Victoria Germond, Nancy Bartmess, Karen Bowden, Barbara Hopkins, Leslie Collins, Gary Rubin, Rebecca McDannold

Absent, Vickie Maley, Susan Hitchcock, Brenda Price, Cindy Jenkins, Ed Mosher, Depy Adams, Ginger Bender, Trish Jones

- I. Call to order 10:05AM.
- II. Roll call – Secretary Rebecca McDannold
- III. Minutes were approved from prior board meeting.
- IV. Governing Board Members
 - a) President – Vickie Germond
 - b) Present board members congratulated Vickie on her successful tenure as President and thanked all board members for their service.
 - c) Vickie:
 - Main training of upcoming President and transition of files are complete as I exit my position. Overview of living documents completed. A year to do checklist by month, Monthly/Quarterly topics to cover, billing to be aware of, key contacts etc. have also been compiled and completed for incoming and future Presidents' use.
 - Karen Bowden volunteered to update and maintain procedures and policies for the President and Vice President to assure documents are kept up to date going forward. This duty/position would be ongoing for future boards.
 - Member meeting will be held next Tuesday, Oct 10. 3pm, election of the new board and information updates. Current board members to be prepared to present.
 - The Clover point of sale reporting status for month: Completed correlation and some greatly improved worker input. Too many uncategorized selections chosen vs selecting previously uploaded input. Cash sales must be run through Clover!
 - Artists are strongly encouraged to standardize their prices for prints and cards to facilitate Clover recognition tabs of their products. Mark cards with a single price, as well as boxes

and make prints in one or two sizes, designating price by size. Advise Trish of standard prices and a tab will appear under your name that allows workers to choose that price and product so you always and easily receive payment for them.

Entries in Clover of originals in bins may have piece specific price.

Paper copies of Clover instructions for use procedures will be available in print at the member meeting only.

Demos of Clover printer tape change and an overview of and how to not charge tax on shipping out of state and will be covered in the Member Meeting.

- Some outstanding W-9 documents still pending. Vickie placed hard copies in files of artists in noncompliance. The forms are to be finalized by month end.

-Reminder. Francie Paspalaris is contact for Baptist Medical Center Nassau and Community Hospice and Palliative Care team calling for art to be submitted for possible selection and donation to a permanent art display in corridor at Bill Warner Center for Caring. This exhibit is not a part of the hospital's legal purview being a part of the hospice wing.

-Next show #61 reminder, rehang Monday Nov. 13, with reception on Nov 17th hosted by Osprey.

- Review of proposed 2024 rehang and 5 show dates covered with Ginger and Leslie. These were discussed and received board approval. After members review at this Tuesdays' meeting they will be submitted to Osprey (Diane Duffy)

Jan 29th -Feb 2 (prior to Valentines Amelia Concourse), #62 Island Terrain

April 8th-12th, #63 Amellia in Bloom, {coincides with 50 year AIPCA celebration)

June 17th-22nd (prior to July 4th), #64 A Panoramic View,

Aug 19th-23rd (prior to Labor Day), #65 Postcard Perfect

Nov 11th -15th (Prior to Thanksgiving), #66 Allure of Amelia

-Board agreed to review and confirm 2023/24 holiday closures and add to calendar.

Extended travel plans by board members will be posted giving alternate phone numbers to refer workers to someone who can assist them. Members with extended travel plans should arrange with another individual to replace sold art and rehang requirements.

The Board agreed to change the regular board meetings to afternoons at 2PM on the first Tuesday of the month .

The board agreed to change gallery hours November 1 for Tuesdays to 8am to 2pm to ease pressure on the gallery worker calendar. The door sign will be updated.

-A motion was made by Karen Bowden and seconded, and the board voted to increase annual dues to \$200 to help meet increased costs and possible improvements to the gallery. Prior dues increase was implemented 5 years ago. The vote passed with dissenting votes by Gary Rubin and Ed Mosher (proxy by Gary) Ginger Bender also voted, yes, by proxy via Leslie Collins.

Member dues are to be paid and a new contract submitted prior to November 1. All contracts will be withheld pending member in good standing status is met and committee work affirmed by President along with W9's.

b) First V.P. – Karen Bowden

-Procedure revisions have been completed and procedures clarified to match actual practice and entries of prior unrecorded board decisions. Copies of the manual will be sent out to members.

A discussion of display mediums allowed by members based upon jury process. Clarification discussions ensued.

New members are trained and their bio pages placed. Karen advised she will assist and produce a bio page for any member needing assistance. She will maintain the bio book.

-Sherry – Absent. Tally of YTD hours worked for year end. Review required prior to Nov show hanging for member in good standing status.

c) Second V.P. – Ed Mosher-Absent.

Osprey was rehung last month. Offsite art will not post on web but control sheet lists will be in the gallery.

d) Treasurer –

-Sept. sales – Net \$ 14,855.

-Purchasing expenses reporting improved for accountant.

Workers please note cash sales must be run through Clover by workers. Fees collected from Art Lovers and Exhibiting Member fees should be cash or check and not entered on Clover.

e) Guild Director – Nancy Bartmess –

-Update on discussion of PAGG involvement in 50 year celebration next year for the AIPCA (the Amelia Island Plantation Community Association). Tentative dates are April 17 or 18.

-Luisa Carver is planning a two day sketching workshop in February 22, 23, 24. Maximum of 15 participants at \$325 each. PAGG members will be given first chance to sign up.

(f) Art Lovers- Depy Adams. Absent. 3 new members. Reminder, do not run fees through Clover. Place copy in Depy's file.

g) Hospitality – Brenda Price Absent, no report.

h) Membership – Vickie Maley - Absent

- Notices for Member and Art Lovers dues to go out in Oct for 2023/2024. Early check submittance being held by Carol Winner.

-As the new year contracts are being submitted, please hold. Checks should not be cashed until board has confirmed member has either signed up a commitment to work on a committee or holds a board or chair position and their hanging status is determined.

(i) Nominating –

Executive Board positions are available for nominations. If you care to run for a position please notify Vickie Germond for inclusion on the ballot. Elections are on Oct. 10 at the Member Meeting.

Nomination committee selections for executive board positions are:

President: Ginger Bender

1st Vice President (Gallery Director): Leslie Collins

2nd Vice President: Ned Fleming

Guild Director: Nancy Bartmess

Treasurer: Gary Rubin

Secretary: Rebecca McDannold

-2023/2024 Committee chairs selection under discussion with Leslie and Ginger. In review and persons being contacted.

(i) Omni Liaison – Barbara Hopkins – Art display in Omni update. Monthly artists are October, Cindy Jenkins and November, Ned Fleming.

(j) Publicity Susan Hitchcock – Absent. No report. Photos are needed for the upcoming reception flier

Technology – Trish Jones- Absent--Training Estelle Conover for technology team!

V. Old Business-None

VI. New Business-None

VII. Adjournment at 12:12 pm

Submitted by Rebecca McDannold