

PLANTATION ARTISTS' GUILD & GALLERY BOARD MINUTES

Tuesday, March 3, 2020 3:00 p.m.

Board Members and Standing Committee Chairs Present: Noelle Almond, Sherry Ferber, Barbara Hopkins, Cindy Jenkins, Vickie Maley, Rebecca McDannold, Brenda Price, Gary Rubin

Call to Order: President Sherry Ferber called the meeting to order at 3:05 PM.

Officer Reports

President: Welcome

Secretary: Minutes from the February 4, 2020 board meeting were approved with a motion by Barbara and seconded by Noelle.

1st Vice President:

Reminder: Rehang dates and Shows:

| Theme | Hanging Date (8:00 - 11 am) | Reception Date (5:30 – 7:30 pm) | Charity |
|-------------------------|--|--|-------------------|
| From Sea to Shining Sea | January 15 | January 17 | COA Adult Daycare |
| Colors of Amelia | April 15 | April 17 | |
| Good Ole Summertime | July 15 | July 17 | |
| Let the Light Shine | October 14 | October 16 | |

2nd Vice President: Ed Mosher: No Report

Treasurer: Gary and Cindy presented the following report.

Sales in February were \$6,182.

Cindy is filing the annual report to the state. She will save over \$1,000 by using the EZ Form of payment rather than using the accountant.

Artists are reminded that if there is a no sales day, a manila folder should not be completed. Write on the Reconciliation Form under notes: No sales today.

Members will receive a monthly accounting of sales by date and by artist. This should assist everyone in keeping up with their sales for tax purposes.

Guild Director: Ginger Bender: No report

Remaining corner member artists for the year 2020 are

1. March – Emily Gordon
2. May- Cynthia Jenkins
3. June- Noelle Almond
4. August – (Karen Bowden Boston’s Homeless Photography Project)

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5. September-Deni Karpowich
6. November-Trish Jones
7. December-Depy Adams

Art Lovers: Noelle Armond: There are 7 paid members in Art Lovers Society. The party this month was successful. Noelle appreciated members who could attend. She requested to publish a bi-monthly newsletter for the Art Lovers Society and moved to do so after explanation of her goal which is to keep people informed about activities at the gallery. Barbara seconded the motion which passed.

Hospitality: Brenda Price: No report. There are no events until April.

Publicity: Susan created a new rack card with the new logo. She printed a limited number of them so that subsequent ones will have different artwork to highlight as many artists as possible over time.

Omni Liaison: Al Watson: No report this month

Historian: Ann Stanhope: No report this month

Old Business: Sherry and Barbara are meeting with ACT March 10 at 1:00 to talk about the gallery.

Vickie summarized changes to be made for the Procedures book based on motions made or discussions in past meetings:

Added to page 6, #2: Creating artwork from photographs taken by someone else is not allowed unless there is written permission from the photographer releasing the rights of the photograph to the artist. This includes magazine photos, Internet photos, etc.

Added to page 13, #21, 22

21. Place the credit card batch sales slip from the previous day in the cash box

22. Listen to messages on the phone. Relay messages to the appropriate people.

Added to Page 19 as #4: All cash from the day's sales should be placed in the large brown envelope. The cash box is used for making change only.

Added to Page 19 as #7: If there are no sales for the day, do not complete a manila envelope. Just write on the Reconciliation Form, No sales.

New Business: When the telephone does not work, the credit machine will not work. If there is a problem, please call the Omni IT, Martin Tomlinson. His name and number are taped to the desk.

Sherry adjourned the meeting at 3:58 pm.

Respectfully submitted,

Vickie Maley