

PLANTATION ARTISTS' GUILD & GALLERY BOARD MINUTES

Tuesday, September 1, 2020

Members and Standing Committee Chairs Present: Sherry Ferber, Barbara Hopkins, Cindy Jenkins, Vickie Maley, Ed Mosher, Gary Rubin

Other Members: Karen Bowden, Trish Jones

Call to Order: President Sherry Ferber called the meeting to order and presented the agenda.

Officer Reports

President: Sherry Ferber: Sherry welcomed everyone.

Secretary: Vickie Maley: Barbara moved to approve the minutes from the August 7, 2020 board meeting. Gary seconded the motion and the minutes were approved.

1st Vice President: Barbara Hopkins: Barbara stated the next show #47 **“Let the Light Shine” take down and rehang is Monday, October 5 between 8 am and 10 am.**

She also requested that we use Dropbox as a secure site for record keeping and sharing of gallery files among board members and committee chairs.

Ginger Bender is the new calendar coordinator which is done only through the website now. The paper calendar is no longer used. Members must sign up on that calendar online.

Martin Thomlinson, Omni IT, has updated the gallery phone message. He will train some of the members to record the voice message. We will have a new password.

Barbara purchased two 3- inch tall pedestals, black in color, from another gallery going out of business at \$20 each. These will be used in the gallery for displaying three dimensional sculptures.

There was some discussion about committees needing to be activated with participation by all committee members. Some people are not active on their committees.

2nd Vice President: Ed Mosher: Ed will notify members soon if a rehang at Osprey is possible. If artists are allowed in the facility, he is planning either an October 12 or 19 rehang. Currently, visitors are not allowed at the Village due to COVID.

Treasurer: Cindy Jenkins reported sales of \$ 4,963 for August. Gary paid the liability insurance required by the Omni. The insurance cost is \$436. He also paid the *News Leader* and *The Islander* magazine. Commissions to artists will be ready over the next week.

Standing Committee Reports

Guild Director: Ginger Bender: No new activity due to COVID.

The shows for 2020-21 are

- Show #47: October 5, 2020: Let the Light Shine
- Show # 48: January 2021: New Beginnings (A change by the board from another suggested name, Mission Impossible.)

PLANTATION ARTISTS' GUILD & GALLERY BOARD MINUTES

Tuesday, September 1, 2020

- Show #49: April 2021: Visions from the Past
- Show #50: June 2021: Southern Skies
- Show #51: October 2021: Heart of Amelia

Remaining corner member artists for the year 2020.

- September-Deni Karpowich
- October – Nancy Bartmess
- November - Trish Jones
- December - Depy Adams

Art Lovers: No report as there are no activities being conducted.

Historian: Ann Stanhope: No report

Hospitality: Brenda Price: No report as there are no activities being conducted.

Membership: Barbara Hopkins: The membership year is November 1 through October 31. A question arose about whether the gallery prorates membership when a person wants to join mid-year. That has not been our practice and memberships will not be prorated.

Membership contracts need to be updated with date changes and disseminated soon.

Nominating Committee: Susan Hitchcock, committee chair, presented a slate of officers via email for next year. There is still time for someone to nominate someone for any office. The person nominated should be contacted and indicate they are interested in the position.

Names presented with confirmation by the nominees are

- President: Sherry Ferber
- First Vice-President: Karen Bowden
- Second Vice President: Ed Mosher
- Treasurer: Cindy Jenkins
- Secretary: Vickie Maley

Gary pointed out that none of the nominees are Omni residents, a concern since the gallery began as a gallery for Omni residents.

Susan also submitted names of artists who expressed an interest in standing committee chair positions. Because these positions are named by the incoming president, they will be forwarded to that person upon election. Anyone interested in one of those committee chair positions should contact the incoming president when that person is elected.

Omni Liaison: Al Watson: No report.

Publicity: Susan Hitchcock:
Monthly artist features for the South Island Living articles are

PLANTATION ARTISTS' GUILD & GALLERY BOARD MINUTES

Tuesday, September 1, 2020

September: Jim and Kathy Ratliff
October: Nancy Bartmess
November: Lisa Kovacs

An article about PAGG appeared in the August Issue of Amelia Islander Magazine in the Gallery section. All newspapers published PR for Deni Karpowich 's September Corner Show.

Press releases were sent to the News Leader, The Fernandina Observer and the Plantation news site for Deni Karpovich's September show.

Technology Committee: Karen, Cindy and Trish provided a list of responsibilities for the technology committee. (See next paragraph.) This committee's description will be included in the *Members' Guide*. Karen is updating the *Members' Guide* with the changes for the new work submission requirements at rehangs and for the online shop.

Karen asked the board for their interest in creating another video for the next show in lieu of our in-person reception. Much interest was expressed citing the success of the first video. Karen and others thought members could produce the second video to avoid the cost of producing the video, which was around \$300, covered by a donation. Cindy, Trish and Karen will work on that video.

PAGG Technology Committee

The Technology Committee maintains the PAGG website. The main work of the committee is to

- Keep PAGG sales floor inventory accurate and up to date. This includes art pictures, measurements, price, location and availability.
- All items sold are marked Sold and marked out of stock
- All replacement pieces are entered into inventory
- All new work submitted at re-hangings at PAGG, IAES, Osprey and real estate office are entered into Wix.
- Any change of location is recorded
- Makes all updates related to corner shows changes in inventory
- Posts videos to the Website made by members
- Maintains online inventory management system recording additions, removed items from PAGG sales floor and sold items.
- Maintains the link to the online member contact list
- Maintains the link to Team-up calendar.
- Maintains link to current Operations Manual
- Informs members of online sales.
- Maintains database to assess accuracy of shipping charges applied online.
- Maintain artist biographies on Wix.
- Maintains the Wix website. Refreshes announcements, corner shows and events.
- Ensures payments collected by Wix for online sales are submitted in a timely manner to PAGG
- Committee members serve as liaison/educators for members assisting them as needed to ensure an accurate online inventory.
- Maintains written procedures of all activities/ tasks.

PLANTATION ARTISTS' GUILD & GALLERY BOARD MINUTES

Tuesday, September 1, 2020

Old Business: None

New Business: Ed Mosher asked about whether the gallery allowed depiction of religious content. It is policy of the gallery that religious depictions are not allowed.

The meeting was adjourned at 5:10 pm by President Sherry Ferber.

Respectfully submitted,

Vickie Maley