



FAIRFIELD-SUISUN CITY VISUAL ARTS ASSOCIATION

www.fsvaa.com

BOARD MEETING MINUTES – FEBRUARY 2018

I. FSVAA Regular Board Meeting was held on Wednesday, February 21, 2018

Meeting was called to order at 7:02 pm by Dennis Sheil, President, in the Solano Town Center Gallery, Fairfield.

In Attendance: Dennis Sheil, Janet Barnes, Dennis Ariza, Marci Cervantes, JoRené Danel, Robin Rossi, Lucy Foldhazi, Ken Chew and Doug Cooper

Guests: Mike Foldhazi (*FSVAA member*)

Dennis Ariza motioned to approve the minutes of January 2018 as is and Robin Rossi seconded the motion; motion carried – minutes were approved.

II. Finance Report (*Marci Cervantes*)

- A. Marci Cervantes distributed the Profit & Loss Statement dated January 2018. Report shows a net income for the month of January was \$1,089.84.
- B. Per Dennis Ariza, we will need to further discuss the companies that FSVAA and Lawler House use for the printing of our cards and their costs.

III. Membership (*JoRené Danel*)

- A. JoRené Danel reported that we have 101 members.
- B. Approximately 50 have not paid their dues this year and some still have money on the books until the end of March. Emails have been sent advising them of their membership status but have not received replies. We will send out another email and letters to those that do not have email.
- C. Dennis Sheil will write a letter explaining why all the Lawler House changes have been made and also advise them of status of their dues.
- D. Family Membership: It has been decided that there will be no change to the dues for families. The main artist in each family will have to docent but if multiple family members are exhibiting, they will also need to docent.

IV. Solano Town Center Gallery (*Dennis Ariza*)

- A. Front Lights: Dennis Ariza reported that we should have the decals for the front panel lights from David Henry before the Student Art Show reception.
- B. Juried Art Show: Per Janet Barnes, there aren't any updates on the upcoming juried art show.
- C. Docent Book: Dennis Ariza has provided a purple binder for the Cash Box Daily Count forms; the binder will be kept near the cash box. Thanks to Lucy Foldhazi for creating the new form. This form helps with tracking daily sales. Docents will still have to fill out receipts for all sales. Ken Chew suggested getting a new phone; further research is needed.
- D. New Track Lighting: Dennis Ariza reported that we will be receiving a \$2,000 grant from Macy's for track lighting for the Gallery.
- E. If you want to work at the Gallery before and after hours (*before 10 am and after 9pm*), you must let Dennis Ariza know. Dennis must fill out a form to let the Mall know; you must report to the Security Office to receive a badge.
- F. Armijo Art Walk: Per Dennis Ariza the STC and LH Galleries will be showing two students' art work for five days. Armijo Art Walk will be publishing a directory listing the galleries; this should bring people to both galleries.

V. Lawler House Gallery (*Robin Rossi*)

- A. Robin Rossi held a discussion about guest artists and if they should be paying \$10 for each piece displayed. It was decided that they should not be charged entry fees but will be charged a 20% commission if their art sells.

- B. We need to have a waiver that each guest artist should sign; a standardized waiver. Lucy Foldhazi requested that if anyone has any copies of past waivers, they should be sent to her, so we can combine information, so we can have one form.
- C. Spotlight Artist: Robin Rossi has made a schedule for the next six weeks; but it must be managed. Robin will decide how long the spotlight artist will be featured, possibly two months.
- D. Assistant Director /Gift Shop Manager: Since Linda Bodie has left, we need to put out a call for this position. Per JoRené Danel, we need to implement written policies and include job description. Robin and Dennis will write down jobs to oversee.

VI. FSVAA (Dennis Ariza)

- A. Social Media Board Member: The Board reviewed all the applicants in a closed discussion and selected Lucy Foldhazi as Social Media Manager /Board member. Lucy has already been helping with the website and the Facebook page and will continue to work with others that are already involved.
- B. Committees: Dennis Ariza has been contacting people and putting together a list of people that signed up for different committees. He has scheduled a meeting for Saturday with the Marketing Committee but has not been getting any responses.
- C. Dennis Ariza suggested that maybe we could rotate photographers at the Gallery receptions – giving credit to the photographer on the web page.
- D. Website: Per Dennis Ariza, we anticipate having only one website in the future – the FSVAA website. This would save on hosting costs. The effort will take some time. This will all be decided later.

VII. Student Art Show (Dennis Ariza)

- A. Dennis Ariza is waiting to hear about the \$2,400 grant for the student art show; we have \$600 in donations from different people and we received a \$250 donation last week. Raley's provided gift cards to cover half the cost of the sheet cake.
- B. Wren Café and Vasquez Deli of Vacaville are providing food for the art show reception. Mike Foldhazi will pick up the food and deliver them to the Gallery.
- C. Doug Cooper volunteered to play his guitar at the Student Art Show Reception.
- D. It was recommended that we have a People's Choice Award for the Student Art Show.

VIII. New Business (Dennis Ariza)

- A. Lawler House: We were not chosen to purchase the Lawler House; the City went with Josh, who will also be purchasing other properties in Suisun City. Dennis Ariza is negotiating with Josh about the future of the Lawler House Gallery. He initially said he would offer us a 30-year lease. In the meantime, we will need to move everything out of the attic before they begin work on the roof. We may possibly be able to negotiate storage space. The sale finalizes in June. Dennis Ariza is working on getting original copies of our lease. The City Council met last night and want to open art studios downtown.
- B. Macy's Spring Show: Art work will be accepted tonight and tomorrow by 4 pm. We anticipate working on the displays in the Macy's windows on Friday at 7:30 am. We will need to make a plaque for Macy's to display on our wall to acknowledge them as a donor.
- C. Macy's Tote Bag Art Class by Cherol Ockrassa: Art class is to be held on Saturday, March 24 in the women's department. Dennis Ariza has applied for a \$1,000 grant to cover materials, salary and whatever is left over will go to FSVAA.
- D. Mannequins Community Art Project: An area outside of Macy's will be designated for the painting of the mannequins. We hope to have at least 3-4 mannequins. Dennis Ariza will be going to the American Cancer Society to get them involved; all proceeds will go to them. Dennis Ariza will get needed supplies, so Mike Foldhazi can weld torsos of mannequins to hold them up. We do not have a date scheduled yet.

- E. Macy's Drawing Class by Laura Klein: Art class is to be held on Saturday, April 28 in the children's department for the Friends and Family Day (*this is Macy's busiest day of the year*). Class will be limited to 12-15 children. Dennis Ariza is applying for a \$1,000 grant to cover materials. Dennis wants to purchase easels; face painters are wanted.
- F. Macy's wants to have art classes at least once a month and make them free to the public. Dennis Ariza is working on double-sided cards to be handed out at all the Macy's events inviting the public to visit the Gallery in the mall.

IX. Old Business

- A. LHG Electric Meter: Dennis Ariza talked to PG&E about the tree roots that damaged the box. The City wants to take care of this before the sale of the house.
- B. Welcome Packets: Doug Cooper suggested that we have welcome packets made to hand out to all new members.

X. Next Meeting

The next Board meeting will be held March 21, 2018.

XI. Adjournment

Dennis Sheil adjourned the meeting at 9:15 pm.