



FAIRFIELD-SUISUN CITY VISUAL ARTS ASSOCIATION

www.fsvaa.com

BOARD MEETING MINUTES – MARCH 2018

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

Meeting was called to order at 7:07 pm by Dennis Sheil, President, in the Solano Town Center Gallery.

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

Absent: Janet Barnes

Guests: Mike Foldhazi (*FSVAA member*)

Dennis Ariza motioned to approve the minutes of February 2018 and Ken Chew seconded the motion; motion carried – minutes were approved.

II. Finance Report (*Marci Cervantes*)

A. Marci Cervantes distributed the Profit & Loss Statement dated February 2018. Report shows a net income for the month of February of -\$434.65.

(1) Sales & Use Tax was filed for the year, \$646.91.

(2) Ten pieces sold during the Student Art Show.

(3) Per Dennis Sheil, we have upcoming donations to be made to Assist-a-Grad. Last year we gave away a \$300 award. This year we will give away two awards @ \$300 each.

(4) Dennis Ariza said he redid the 2018 budget.

(5) Marci Cervantes will contact our insurance company to obtain a rider since we are doing workshops at Macy's.

III. Membership (*JoRené Danel*)

A. JoRené Danel reported that we have 99 members.

(1) Dennis Ariza called some members this week to see if they will be renewing their memberships.

(2) There's a possibility that approximately 20 members will be dropping out.

(3) Dennis Sheil will write and mail a dues letter to them.

(4) JoRené Danel will be at the intake next Sunday for the new show; Dennis Ariza will bring docent calendars for signups.

B. Welcome Packet: Dennis Ariza will be working on the packet for new members. Examples of items to be included: Welcome Letter from Dennis Sheil, list of FSVAA Events, description of STCG and LHG, docent policy, committee requirements and list of committees, list of members with phone numbers and email addresses, and Board Members contact info.

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

A. Per Dennis Sheil, the lease at the Gallery is up on July 31. Dennis Ariza will touch bases with the Mall.

B. Track Lighting: Per Ken Chew, the grant from Macy's came in: \$2,000 for the lights in the Gallery; check was given to Marci Cervantes. Dennis Ariza will begin to look for an electrician.

C. Art Classes: Laura Klein will be having two children's art classes in the Gallery.

D. Per Dennis Ariza, there was an article in the paper last Friday about the upcoming art class at Macy's.

E. A motion was made by Dennis Ariza to approve art classes to be held in the mall courtyard and charge a 25% commission (15% to the mall and 10% to FSVAA); Robin Rossi seconded the motion; motion approved.

F. Student Art Show: Honorable mention ribbons came in incorrectly as participant ribbons.

(1) There weren't any commissions taken from the sales at the Student Art Show.

(2) Marci Cervantes will bring the students' checks from sales on Sunday for Dennis Ariza.

G. People's Choice: The winner was True Colors by Julie Steed.

- H. Printing Costs: Dennis Ariza had 500 double-sided cards printed for Art on the Vine, for \$56.80 (*shipping was included*) from www.gotprint.com.
 - (1) Dennis Ariza will begin to add Macy's logo on all our cards.
 - (2) The Board reviewed the samples of the new cards for both galleries that Dennis Ariza created; one gallery on each side.
- I. Dennis Ariza announced an Art and Wine art class will be held in Macy's on the Saturday before Mother's Day (*May 12*).
- J. Mike Foldhazi suggested we present "thank you" certificates to all businesses that donate items to the Gallery; these businesses can then publicly display certificates from FSVAA. The Board agreed this is a great idea. Dennis Sheil agreed to purchase the certificates, print them and include an image of the Gallery on them.
- K. Dennis Ariza sent out thank you letters to all the businesses last Sunday and a thank you was recently printed in the Daily Republic.

V. Lawler House Gallery (*Robin Rossi*)

- A. Robin Rossi said we will be returning the \$20 entry fee to our featured artist, Gilbert.
- B. Featured Artist: The next featured artist will be Jose Luis Varto (vartofineart.com); he is excited to be featured at the Lawler House Gallery. Robin Rossi will be contacting him.
- C. Spotlight Artist: Per Dennis Ariza, there is a possibility that we can get some big-time names as our Spotlight Artist for the Lawler House Gift Shop. Artist can exhibit items for two months at the LHG.
- D. Assistant Director /Gift Shop Manager: JoRené Danel reported that she and Mei-ling Albert are working together in the interim. JoRené mentioned that Mei-ling is interested in managing the Gift Shop. LH Gift Shop needs to be managed and organized.
 - (1) Per Dennis Ariza, Mei-ling Albert can communicate policy ideas and the Board can review them.
 - (2) The Assistant Director and Gift Shop Manager should be one position held by the same person.
 - (3) Someone should oversee what goes into the gift shop – there should be written guidelines.
 - (4) Items for sale in the Gift Shop should have a monetary cap.
 - (5) Per Ken Chew, Mei-ling is interested in the position but would have to step down being Docent Manager.
 - (6) We need to write up a job description for Docent Manager.
- E. Lawler House New Owner: Dennis Ariza spoke to the new owner; has proposed 20-year lease for Lawler House at no charge. We will have to start paying for the PG&E.
- F. The attic needs to be empty by May 1; contractor will begin working on the roof shortly afterwards.
- G. Art Walk: It's a great idea to have an art walk in Suisun City but there is only one gallery in the area.

VI. FSVAA (*Dennis Ariza*)

- A. Social Media: Lucy Foldhazi started a new Instagram account and we already have 52 followers and 21 posts. The Birds and Bees post has had over 79 views; Art on the Vine has had 65 views. Lucy Foldhazi has been posting on both the FSVAA and Gallery FB pages; would like access to the Lawler House Gallery page. We need more members to follow our Instagram and Facebook pages, like the posts, the photos and events – meaning they saw them. The more you follow or like posts, the more exposure you as an artist will receive. Lucy Foldhazi has found Bay Area Art FB pages to promote our events as well as promoting on the Solano Town Center FB page. We're expanding our social footprint.
- B. Committees: Dennis Ariza has been calling members to participate in our committees.

VII. Student Art Show (*Dennis Ariza*)

- A. Dennis Ariza reported that we didn't get the \$2400 grant; we went overbudget on this art exhibit.

VIII. Old Business

- A. LHG Electric Meter: Dennis Ariza is working with the City over the electric box.
- B. Mannequins: Dennis Ariza will be speaking to the American Cancer Society.

IX. New Business (*Dennis Ariza*)

- A. Macy's Tote Bag Art Class: Dennis Ariza set up a budget for this class and we received a \$1,000 grant from Macy's. Cherol Ockrassa and Misuk Goltz will be teaching this class, March 24, 1-3pm.
- B. Macy's Drawing Class: Children's art class to be taught by Laura Klein on April 28, 1-3pm
- C. Macy's Mother's Day Art Class: May 12, 1-4pm
- D. Dennis Ariza will be attending a class for filing grants and would like others to attend. The classes are free and provide access to a database of grants available.

X. Suggestions:

- A. Lucy Foldhazi suggested that the members of FSVAA wear badges at the Student Art Show reception in the future so all the visitors can quickly identify them.
- B. We should have a photographer at each reception.

XI. Next Meeting

The next Board meeting will be held April 18, 2018.

XII. Adjournment

Dennis Sheil adjourned the meeting at 9:25 pm.