



FAIRFIELD-SUISUN CITY VISUAL ARTS ASSOCIATION

www.fsvaa.art

BOARD MEETING MINUTES — MARCH 2022

I. Call to Order

FSVAA Regular Board Meeting was held on Wednesday, March 16, 2022.

Meeting was called to order at 7:04pm online via Zoom by Dennis M. Ariza, President.

In Attendance: Dennis Ariza, Janet Barnes, Lucy Foldhazi, Laura Klein, Doug Cooper, JoRené Danel, Ken Chew, Cherol Ockrassa

Absent: Robin Rossi, Dennis Sheil

II. Approval of Minutes

Motion: Cherol Ockrassa introduced a motion for approval of the February 16, 2022, FSVAA Board Meeting Minutes. Motion seconded by JoRené Danel. Motion carried.

III. Finance Report (*Laura Klein*)

Laura Klein submitted the February 2022 FSVAA Profit & Loss report via email prior to the Board Meeting. The P&L showed a net income of \$1,306.09. Laura mentioned that she is still having issues with QuickBooks. Laura also suggested that if docents are having issues with the Square, to please use the Receipt Book so we can have a record of a sale.

IV. Membership Report (*Doug Cooper*)

A. Doug Cooper reported that we currently have 65 regular (*active*) members, which includes 8 family members, 6 support members (*not included as regular members*). We have 71 members listed on our roster. Doug said all members are paid up.

B. Dennis Ariza said he handed out 25 Membership Applications this past weekend. He said some supporters may become full-time members soon.

V. Ambassadors Report (*Cherol Ockrassa*)

A. February 2022 Ambassador Report for STCG per Cherol Ockrassa: 41 regular shifts; 2 docents trained; 2 co-docented; 1 worked 6 shifts; 6 worked 2 shifts; 23 worked 1 shift — 31 Members worked overall in the STCG.

B. February 2022 Ambassador Report for Village 360 Gallery per Cherol Ockrassa: 15 or 24 possible shifts were staffed; 2 shifts closed (*facility rented*); 1 docent trained; 1 co-docented; 4 worked 2 shifts; 10 worked 1 shift — 13 Members worked overall in the Village 360 Gallery.

C. Dennis Ariza requested a list from Cherol Ockrassa of those that did not work.

VI. Solano Town Center Gallery Report (*Dennis Ariza*)

A. Dennis Ariza will be updating the Docent Manual. There have been many updates to be added to the Manual, such as (1) new POS; (2) docents must lock the front door and displaying the back in 5-minute sign if using the restroom in the back; (3) Docents should not be using the Internet from the FSVAA phone; (4) Docents should not be rearranging the Gift Shop; (5) Docents should not be eating or drinking at the front desk; (6) Code of Conduct for docents will be updated. Dennis will send an email for Board Members to meet at the Gallery or Village 360 to discuss the changes to the Manual.

B. Gift Shop (*JoRené Danel*): JoRené Danel reported that she cleared all the sales in the computer and updated Receipt Book with the word, sold. JoRené suggested that instead of moving things around the Gift Shop, that members should submit any ideas or recommendations to her. JoRené Danel said that she does the Gift Shop paperwork and takes photographs of the displays and Cherol Ockrassa assists with the placement of art for display.

VII. FSVAA Report (*Dennis Ariza*)

Per Dennis Ariza, the website has shown a 30% increase in traffic that last 30 days, has had 554 visits with 17 visits just today.

VIII. Event: Spring Forward Art & Demo Days (*Dennis Ariza*)

- A. Event Date: Saturday, March 12 and Sunday, March 3, 2022, 10am to 5pm
- B. Dennis Ariza reported we had 18 booths at this event. Unfortunately, attendance was not good. Dennis would like to have another meeting to discuss what happened. Some say it had to do with the high cost of gas, inflation, etc.

IX. Event: Art on the Vine Report (*Dennis Ariza*)

Per Dennis Ariza, to date, 18-19 booths have been sold.

X. Village 360 Gallery Report (*Dennis Ariza*)

- A. Dennis Ariza said we will hold intake on Sunday from 9am – 12 Noon. The Wine Club will be meeting and offered 20% off all part pieces in the Gallery.
- B. Art Donation: Per Dennis Ariza, we received approximately 90 art pieces. Dennis said we have received several van loads of ceramics that need to be documented and added it to the 90 pieces that were donated. This event will take place on May 27-28; we will have light music, and all art will be priced to sell. We will use money made from sales for student events.

XI. New Business (*Dennis Ariza*)

- A. Per Dennis Ariza, the storage unit needs to be organized; we may need to replace some of the tubs. Janet Barnes suggested we purchase the tubs with wheels. Dennis will send out an email for a storage cleaning day. He suggested separating banners by event.
- B. High School Student Art Show: Reception is scheduled via Zoom on March 19 at 3pm.

XII. Comments or Suggestions

Please remember to not engage a shoplifter in the Gallery. After they leave the premises, the docent should call Security.

XIII. Next Meeting

Board Meetings are scheduled for the third Wednesday of each month. Board Members will be reminded of the next meeting via e-mail.

XIV. Adjournment

Dennis Ariza adjourned the meeting at 8:13pm.