



FAIRFIELD-SUISUN CITY VISUAL ARTS ASSOCIATION

www.fsvaa.art

BOARD MEETING MINUTES — MARCH 2024

Call to Order

FSVAA Regular Board Meeting was held on Wednesday, March 20, 2024, at the Solano Town Center Gallery. Meeting was called to order at 9:03am by Dennis M. Ariza, President.

In Attendance: Dennis Ariza, Janet Barnes, Lucy Foldhazi, Laura Klein, Robert Emmering, JoRené Danel, Ken Chew, Cherol Ockrassa, Tereasa Tso

Absent: Robin Rossi, Dennis Sheil

I. Approval of Minutes

Motion: Cherol Ockrassa introduced a motion for approval of the FSVAA Board Meeting Minutes dated February 21, 2024.

Motion seconded by Laura Klein. Motion carried.

II. Finance Report (Laura Klein)

- A. Laura Klein submitted the February 2024 Profit & Loss report. The P&L showed a net loss of -\$1,093.69.
- B. Laura Klein explained that we paid a \$1,000 retainer to Village 360 for the Volunteer Appreciation Breakfast. There is a \$50 unknown post under income – Laura to research. There was a \$651.08 adjustment for fraudulent charges as a reimbursement to us.
- C. Laura Klein requested someone to help her with tax filings to the State and other related items. At this time, she is unable to do this because of health issues with family and friends. Robert Emmering volunteered to help, and he and Laura will be working together on training.

III. Membership Report (Robert Emmering)

Robert Emmering has made a few changes to how the roster count is set up. We now have two categories: (1) Memberships: paid an annual membership fee, which includes cases when the fee is paid by FSVAA and (2) Others: supporters and volunteers. Robert reported that we have 97 total people on the roster, which includes a membership count of 1 staff member, 2 family members, 4 students; Others include 6 support members and 2 volunteers, for a total of 8. There are 89 active members on the roster.

IV. Ambassadors Report (Cherol Ockrassa)

- A. February 2024 Ambassador Report for STCG per Cherol Ockrassa: 42 regular shifts; 0 shifts closed/rented; 0 no show; 1 Intake; 1 docent trained; 2 shifts co-docented; 29 worked 1 shift; 4 worked 2 shifts; 1 worked 3 shifts; 1 worked 5 shifts — 25 unique members worked.
- B. February 2024 Ambassador Report for Village 360 Gallery per Cherol Ockrassa: 16 regular shifts; 0 shifts closed/rented; 0 no show; 0 Intake; 0 docent trained; 0 shifts co-docented; 12 worked 1 shift; 2 worked 2 shifts — 14 unique members worked.
- C. Per Cherol, there has been an uptick in co-docenting because of new members who are not confident and prefer to work with someone else, so we are giving them full credit for working a shift.

V. Solano Town Center Gallery Report

- A. Gift Shop (*JoRené Danel*): JoRené Danel reported we have not had intake for a while. Gift Shop is looking good.
- C. Security Cameras: Per Dennis Ariza, the security cameras are now working and recording.
- D. High School Art Show: We were disappointed of the poor participation for art at the Gallery and low turnout at the Reception from students and teachers this year. Dennis communicated with the teachers to find out why they did not participate. Also, the Reception was held at the same time as the Travis Air Show. We may plan for students and teachers to drop off their art at the Gallery next year, instead of just the teachers or do pickup service at the schools. For the students that were not at the Reception to receive their awards, we will give it to them when they pick up their artwork.
- E. Drawer Key: We had an incident when a docent could not open the drawer because the drawer key jammed the lockbox. The key is now located in the cash drawer.

VI. Village 360 Gallery Report (Dennis Ariza)

- A. Per Dennis Ariza, will be rewriting new procedures for docents at the Village 360 Gallery. He sent a draft to the Board for approval and for input. We recently had an incident at Village 360 with a few artists that caused us to revisit our policy. We will have a sign saying there is a docent on duty. Docent may have a few of their marketing materials in designated place.
- B. We had a lot of art not picked up at Village 360 at the end of the show. Dennis Ariza wants to make the art pickup policy stricter; artists must pick up the artwork at the end of the show or member will not be able to be in the next show. Laura Klein volunteered to bring all unsold art to the Solano Town Center Gallery. We need to remind members of our Storage Fee Policy. Items in the glass case can be picked up every 3 months.

VII. Salon Collective GV Art Gallery (Dennis Ariza)

Outdoor Sign: Dennis Ariza announced the new sign will be installed today.

VIII. FSVAA Report

- A. Social Media: Lucy Foldhazi reported that she will be posting photos from the High School Art Show and reception in an album on FB. Our followers on both FB and Instagram continually grow. We now have 848 followers on Facebook and 459 followers on Instagram.
- B. Member Care Report: Lucy Foldhazi sent out 48 emails to members requesting their birth date. 43 have responded and sent out reminders to others. Four birthday cards in March so far and two sympathy cards were mailed; two members had family members passed away. Before receiving the cards, I sent happy birthdays via email to those members. Janet Barnes spoke with Robin Rossi, and she will not be renewing her membership; they agreed to take Robin off the Board. Per Janet Barnes' request, Lucy will be mailing a special thank you card to Robin Rossi for all her years of service on the FSVAA Board.
- C. Website: Per Dennis Ariza, the FSVAA website has been updated to include Art by the Bay registration.
- D. 80-Pieces of Art: All 80 canvases have been given out and most returned; most do not have hangers. We will be holding a silent auction during the next show; bids will begin at \$20. We need to decide how we will announce the winners.
- E. Appreciation Breakfast: The FSVAA Volunteer Appreciation Breakfast was a success, and everyone had a great time. We are waiting on the final cost for the event.
- F. Art Classes: We need more teachers for art classes. Dennis would like to hold art classes in the Solano Town Center Gallery. Camille is having art classes at Journey Coffee, Senior Art Center.
- G. Grants: Dennis Ariza will email the teachers on how students can apply for art grants. Barbara Smithson has 4 membership grants for students for us and 3 membership grants for the Pence Gallery.
- H. Venmo /Phone: A Venmo account has been set up by Dennis Ariza to collect money from any sponsor donations for Art by the Bay. Dennis Ariza will continue checking for a low-cost phone for the Gallery.

IX. Art by the Bay (Dennis Ariza)

- A. Art by the Bay will be held on Saturday, September 21, 2024.
- B. City Permit: Suisun City has approved our permit to have 4 food trucks (*Brunch in a Box, Coastal Azul, Italian Ice, and Buckhorn*).
- C. County Permit: Now that the Suisun City permit is approved, Dennis Ariza will submit for a permit to Solano County; event will be open for 60 booths.
- D. Support Letters: Dennis Ariza will be sending out support letters for sponsors to local businesses. We will have different options for different amounts of sponsorship.
- E. Music: We will have two different bands at Art by the Bay.
- F. There will not be wine service at Art by the Bay.
- G. Portable Toilets: Dennis will order 6 portable toilets (*1 handicapped*), and 4 sinks; cost will be approximately \$1,500.
- H. Committee Meeting: The next meeting will be Tuesday, April 2 at 9am at the Solano Town Center Gallery.
- I. Advertising: KUIIC will be doing a live radio broadcast during the event (*they do a live broadcast, play games during the day, give away prizes, live music*). There is a fee of \$2,400 for two hours, which includes advertisements, commercials, three live interviews with artists in the studio; they will do the marketing. We should be able to cover this fee with donations received.
- J. Volunteers: Dennis Ariza mentioned that we are looking at different groups to volunteer: one group to do traffic control, cleanup, etc. – someone suggested naming a special show for the volunteers, Show Me Your Color.

X. New Business

Assist-A-Grad: Per Janet Barnes we have received 9 student scholarship applications to review. We will need to pick two winners by April 24 for the two \$300 FSVAA grants. Janet Barnes, Laura Klein, and Sheree Rayford will be on the committee to select the winners.

XI. Comments

- A. Art on the Vine, Sat, June 8 & Sun June 9 10am to 5pm: Per Dennis Ariza, we have 12 booths filled to date. Food secured and 2 bands have been booked; we need 4. We have last year's bottle from our 25th. Waiting to hear about the new wine /new label. Dennis will talk with Jody to verify the Wi-Fi.
- B. Cherol Ockrassa announced that there is an Open Mic Night at American Canyon Arts Foundation on Friday evening; there will also be a band playing. This is a free event.
- C. Dennis Ariza announced that the Harrington Art Gallery at the Firehouse Arts Center in Pleasanton will be hosting a Reception for their Juried Art Show on Saturday, 1-3pm. Dennis will be in this show.

XII. Next Meeting

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

XIII. Adjournment

Dennis Ariza adjourned the meeting at 10:40am.