



FAIRFIELD-SUISUN CITY VISUAL ARTS ASSOCIATION

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BOARD MEETING MINUTES — OCTOBER 2024

Call to Order

FSVAA Regular Board Meeting was held on Wednesday, October 16, 2024, at the Solano Town Center Gallery. Meeting was called to order at 9:04am by Dennis M. Ariza, President.

In Attendance: Dennis Ariza, Janet Barnes, Jennifer Corcoran, JoRené Danel, Ken Chew, Tereasa Tso

Absent: Robert Emmering, Lucy Foldhazi, Laura Klein, Cherol Ockrassa, Dennis Sheil

I. Approval of Minutes

Motion: Dennis Ariza introduced a motion for approval of the FSVAA Board Meeting Minutes dated September 18, 2024. Motion was seconded. Motion carried.

II. Finance Report (Jennifer Corcoran)

- A. Jennifer Corcoran submitted the September 2024 Profit & Loss report. The P&L showed a net loss of -\$1,751.64.
- B. Per Jennifer, we had a few larger expenses last month: ~~AOV Band~~ (*verbally corrected per Dennis to*) Crush Band, \$1,400 (*\$700 per band per Dennis*); Insurance Expense, \$1,180.00. Jennifer will correct the band expense on this monthly P&L and on the month-by-month trend report. The STCG looked negative because of the insurance but she will take care of that.
- C. Jennifer reported we had great artist sales, higher than normal and hopefully this will be a new trend.

III. Membership Report (Robert Emmering)

- A. In Robert Emmering's absence, the Membership Report was submitted via email and read by Dennis Ariza: we have 94 total people on the roster, which includes a membership count of 1 staff member, 2 family members, 3 students, 80 individuals for a total of 86 active members on the roster; Others include 6 support members and 2 volunteers, for a total of 8.
- B. Per Dennis Ariza, last month we picked up three new members but unfortunately one backed out.

IV. Ambassadors Report (Cherol Ockrassa)

- A. The September 2024 Ambassador Report for STCG by Cherol Ockrassa (*report submitted to Lucy via email*): 46 regular shifts; 0 shifts closed/rented; 0 no show; 1 Intake; 0 docents trained; 2 shifts co-docented; 28 worked 1 shift; 7 worked 2 shifts; 1 worked 4 shifts — 36 unique members worked.
- B. The September 2024 Ambassador Report for Village 360 Gallery by Cherol Ockrassa (*report submitted to Lucy via email*): 0 regular shifts; 17 shifts closed/rented; 0 no show; 1 Intake; 0 docents trained; 0 shifts co-docented; 1 worked 1 shift — 1 unique member worked.
- C. Dennis commented that even if the V360 Gallery hasn't been open, we have been making sales. Dennis needs to talk to Jody.
- D. Members in Good Standing Report was sent out to Dennis and Lucy by Cherol Ockrassa. Dennis said there are approximately 35 members on that list.

V. Solano Town Center Gallery Report

- A. Gift Shop (*JoRené Danel*): JoRené Danel reported that she has been gone for three weeks and noticed we've had a lot of sales. But when she ran through the numbers, she didn't see \$800 in gift shop sales. Per Jennifer, some of the gift sales also included V360. They will both review the sales. The next intake is October 27 right before the JAS and is requesting holiday art. JoRené would like the back wall in the gift shop painted. Dennis will look into it.
- B. Lease Renewal: Per Dennis Ariza, we should have a two-year lease by early next week.
- C. Docent Training: Cherol oversees this training, but Dennis has continuously been coming in and checking on the docents, asking them questions, and asking docents to show him how to do things, to check their knowledge.
- D. Insurance: Jennifer Corcoran had reported earlier that we paid the annual insurance, \$1,180. Yesterday Dennis Ariza received an acceptance on our worker's comp waiver.

VI. Village 360 Gallery Report (Dennis Ariza)

Intake was held on Monday, October 14 at V360. Jennifer Corcoran, Annie Johnson, Cherol Ockrassa, and Phil Venable were there, and Phil took pictures, and Lisa Imhoff was planning to be there. (*correction: Mike Foldhazi was also there*).

VII. Salon Collective GV Art Gallery (*Dennis Ariza*)

Dennis Ariza reported that we had an Intake last month and we haven't sold anything recently. The post sign is now across the road from the Gallery. Dennis is having arrows made to point in its direction.

VIII. FSVAA Report

- A. Social Media: Per Dennis Ariza, Lucy Foldhazi has been taking care of social media. Our website is continuously changing. Janet Barnes will be sending bios for the Jurors to Dennis; there will be three Juror bios on the website.
- B. Membership Policy: Dennis Ariza will be emailing today to the Board the revised Membership Policy with JoRené's comments and his own comments. The text that was changed is in red – updated Family Membership portion. We need to look at the Lawler House policy, the admission, jury-in process, artist mediums, so we can decide what to implement and add to this Membership Policy regarding the V360 Gallery. There will be a form for the artist to fill out like we had at the Lawler House. Dennis will revise the Membership Policy and then send it out to the Board.
- C. Dennis Ariza has four locations that are interested in having artists, besides Fairfield Arts – El Caracol Mexican Restaurant, Gordon's Music, Cedars Corner Bar & Kitchen, Head Space, and Jane Loveall Studio. The hours will be 4–7pm on a Friday. Dennis is thinking about having a map with locations. There will be at least one artist per location. Dennis will also be providing a flyer that they can post on their storefront windows. Dennis hopes to keep it on the same day each month, like the 3rd Friday.

IX. 61st Annual Regional Nor-Cal Juried Art Show (*Janet Barnes*)

- A. Entry Day is Saturday, November 9, 11am – 6pm. Jury Day is Sunday, November 10, 9am – 5pm.
- B. Jurors: We have three great Jurors: John Boychuk, Ferdinanda Florence, and Jan Lightfoot. Janet sent them Juror letters and they acknowledged receiving them.
- C. Screens: We will need the screens moved over to STCG so we can have them for Sunday, Entry Day.
- D. Dennis Ariza is hoping to find someone (*mall-approved*) to clean the Gallery windows.
- E. Volunteers: Saturday, November 9 volunteers to be there at 10:15am on Saturday and on Sunday, November 10 at 8:30am – will need 10-12 volunteers, she has six so far; Janet will take care of getting volunteers. Jennifer Corcoran will be working on Saturday as Treasurer alongside Lucy, our Recorder.
- F. Luncheon: Janet is working on the luncheon details at Applebee's for Sunday at 12Noon. Advised Jennifer Corcoran that we will use a credit card as payment for the Sunday lunch at Applebee's for volunteers and Jurors.
- G. Sound: The night before entry day Janet will check on the monitor so the people in the back can hear the Jurors.
- H. Ribbons & Supplies & Lists: Janet believes she has all the ribbons; will double-check.
- I. Reception /Awards Gala: The Reception will be held Saturday, November 23, 3–6pm. Janet will also check with Lucy to make sure she has enough blue folders for the Honorable Mention certificates. Janet will give Dennis the lists of all the winners and give Jennifer a list of the monetary winners for the booklet. Prizes will be First Place is \$100, Second Place is \$75, and Third Place is \$50 in fourteen categories. Jurors will also receive checks, \$300 each and checks will be given to them on Sunday, Jury Day. We'll have one week to complete things before the reception. Janet will order a sheet cake for the Reception.
- J. Booklet: Dennis is waiting for a quote to print the booklet by a business on Rockville Corners. Dennis paid for an ad for the Association for the Juried Art Show.

X. Black Friday (*Dennis Ariza*)

- A. Black Friday is scheduled for November 29, November 30, and December 1, 11am – 5pm.
- B. Dennis Ariza said we have enough people to fill the bottom floor.
- C. Dennis is hoping to get a Santa or the red truck for Christmas photos and/or carolers for Saturday, November 30.
- D. Christmas Tree: Tereasa Tso commented on how do we make this event feel more festive, create a more festive atmosphere; maybe encourage each artist to integrate holiday decorations (*trees or wreaths*) on their booth. Board Members agreed.

XI. Special Events Committee Meeting

- A. Per Dennis, it has been brought up by this committee through the years to change the name of the Black Friday Arts and Crafts event and the weekend and call it a Harvest Festival or Holiday Festival. Holiday sale or Black Friday gives the impression everything is on sale. Let's discuss this for next year. The good thing about having it on the dates we have is they don't have yoga classes that weekend. We need to make this event more festive, more

appealing, or more holiday-ish, and include the word art in the name of the event. Tereasa Tso suggested we look in the local area and see what other organizations are calling their events, so we don't copy it.

- B. Last year no one showed up to our event on Saturday because downtown Fairfield held a Small Business event on Saturday with streets lined with a pop-up vendor market. Dennis is trying to contact someone to find out if they are scheduling something this year.
- C. We had a Special Events Committee meeting last Saturday and only Tereasa Tso, Barbara Smithson, and Dennis Ariza. That's where we came up with the ideas of adding carolers and Santa for the Black Friday event, discussed a lot of ideas like changing the name of the event and possibly the date. Nothing was decided.

XII. New Business

The Offenhartz family of Arizona, found us by contacting the City of Fairfield and is donating in the man's sister's name, because she supported the arts a lot. Dennis Ariza believes it will be approximately \$400-500 for our High School show.

XIII. Old Business

- A. Bally Keal Estate: Winter Fair (*AOV Indoors*) at Bally Keal Estate is still on hold.
- B. Storage Organization: Dennis Ariza will send out the work date in an email, possibly after Jury Day.
- C. Children's Art Show: JoRené Danel mentioned that Laura Klein said that several of the elementary schools hired art teachers this year. JoRené contacted the District Office and explained what she's planning to do, and she insisted she would take care of it all and just send her all the information, so JoRené sent her all the information at the end of September to pass on to the schools. JoRené emphasized that she wants the info to go to all the art teachers; unfortunately, the lady at the District Office wouldn't give her the name of the art teachers. She hasn't heard back from her to date. Dennis Ariza asked JoRené to send him all the info; he has some contacts that he can forward the information to.

XIV. Next Meeting

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

XV. Adjournment

Dennis Ariza adjourned the meeting at approximately 10:35am.