



FAIRFIELD-SUISUN CITY VISUAL ARTS ASSOCIATION

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BOARD MEETING MINUTES — MAY 2024

Call to Order

FSVAA Regular Board Meeting was held on Wednesday, May 13, 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, Lucy Foldhazi, Jennifer Corcoran, Robert Emmering, JoRené Danel, Laura Klein, Cherol Ockrassa, Ken Chew, Tereasa Tso

Absent: Dennis Sheil

I. Approval of Minutes

Motion: Dennis Ariza introduced a motion for approval of the FSVAA Board Meeting Minutes dated April 17, 2024. Motion seconded by Laura Klein. Motion carried.

II. Finance Report (Jennifer Corcoran)

- A. Jennifer Corcoran submitted the April 2024 Profit & Loss report. The P&L showed a net profit of \$2,137.47.
- B. Jennifer Corcoran announced that we have changed over to QuickBooks Online.
- C. All books have been reconciled by Jennifer Corcoran.
- D. Ken Chew wanted to know when we have sales, such as gallery gross sales, that when we pay the artists, do we categorize it as Artist Percentage or 30% Commission. Jennifer will look into it to see if she can change the name of the category. Board Members agreed that it is not commission but sales.
- E. Jennifer will provide a quarterly balance sheet.
- F. It was requested that when we expense supplies, we should expense it for the corresponding gallery or FSVAA.
- G. Jennifer Corcoran expressed that she wants to give artists the option to get their payments via electronic payment or through the mail.
- H. Jennifer is taking an online class for non-profit bookkeeping.
- I. Per Dennis Ariza, we are still in need of an assistant to the treasurer that is local and can make cash deposits (*as Jennifer lives in Vallejo and is unable to come to Fairfield frequently*). This will not be a Board position.

III. Membership Report (Robert Emmering)

Per Robert Emmering's report submitted via email: we have 95 total people on the roster, which includes a membership count of 1 staff member, 2 family members, 5 students, 79 individuals for a total of 87 active members on the roster; Others include 6 support members and 2 volunteers, for a total of 8.

IV. Ambassadors Report (Cherol Ockrassa)

- A. April 2024 Ambassador Report for STCG per Cherol Ockrassa: 40 regular shifts; 0 shifts closed/rented; 0 no show; 1 Intake; 2 docents trained; 1 shift co-docented; 29 worked 1 shift; 5 worked 2 shifts; 1 worked 4 shifts — 35 unique members worked.
- B. April 2024 Ambassador Report for Village 360 Gallery per Cherol Ockrassa: 11 regular shifts; 5 shifts closed/rented; 0 no show; 0 Intake; 0 docents trained; 0 shifts co-docented; 11 worked 1 shift — 11 unique members worked.
- C. Per Cherol, almost every weekend in May has been rented out at Village 360.
- D. Cherol Ockrassa will be sending Members in Good Standing report to Laura Klein and JoRené Danel.

V. Solano Town Center Gallery Report

- A. Gift Shop (*JoRené Danel*): JoRené Danel provided the Board Members a copy of the Gift Shop Policies & Procedures and it does state that you must be a member in good standing to enter items into the Gift Shop and it also states that items will be added /removed ONLY on intake day. We need to emphasize to all members to enter their art in 5 or more Gallery shows before they can enter art into the Gift Shop or at Village 360.
 - (1) Janet Barnes will be composing a letter as the Gallery Curator to the members, about the importance of showing their artwork in the Gallery. Dennis can either post or send this letter to members. Lately, there has been quite a reduction of entries into each show.

- B. Art Classes: Laura Klein is offering art classes.
- C. New Chairs: Unfortunately, the two new docent chairs we recently purchased are coming apart; staples are coming out. We will need to return them.

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

- A. Per Dennis Ariza, the Village 360 Gallery is remarkably busy this season with bridal receptions and graduation parties.
- B. All art in Village 360 should be originals. If it is a Giclée, then it should be noted on the art label.

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

- A. Per Dennis Ariza, the Intake at the Salon Collective GV Art Gallery went very well.
- B. Dennis Ariza announced that he is looking to add a mural to the building next door but needs to contact the property management. We would like this mural to add the name of the Salon Collective GV Art Gallery and have an arrow pointing towards the Salon.

VIII. FSVAA Report

- A. Social Media: Lucy Foldhazi reported that all is going well with Social Media and is continually posting upcoming events and getting positive feedback; we are getting new page likes and followers. Lucy requested the postcard for Art on the Vine so she can advertise on Facebook and Instagram.
- B. Member Care Report: Lucy Foldhazi reported that four birthday cards have been mailed since our last Board Meeting, and one sympathy card was sent.
- C. 80-Pieces of Art: Dennis Ariza reported the auction will take place on Saturday, May 18 at 9am via Zoom. He needs 3-4 people to help with all the logistics. In person bids will be taken until 5pm that day.
- D. AI Art: It was decided by the Board that AI Art is not Digital Art. Janet Barnes stated that we need to go on the honor system.
Motion: Dennis Ariza introduced a motion to ban all AI Art and go on an honor system with artists submitting art. Motion seconded by Cherol Ockrassa. Motion carried.
- E. Dennis Ariza was approached by an artist that wanted to rent one or more of our pedestals. Janet Barnes showed concern that pedestals may incur too much damage.
Motion: Dennis Ariza introduced a motion to not rent out any of our pedestals. Motion seconded by JoRené Danel. Motion carried.

IX. Art on the Vine (*Dennis Ariza*)

Art on the Vine will be held Saturday, June 8 and Sunday, June 9, 10am—5pm at BackRoad Vines

- A. Wi-Fi – T-Mobile Hot Spot: Dennis Ariza will go out to the venue and test the range of our T-Mobile Hotspot and if good, then have it activated. We will be using it in the wine tasting area.
- B. Wine Sales: Dennis Ariza said we will be using the wine we have left. We will be selling Artist Series #1 and #2 wine (*1-Vineeta Dhillon and 2-Laura Klein*).
- C. Wine Glasses: Dennis Ariza ordered 200 new wine glasses with FSVAA etched on them. Dennis wants to give each vendor again this year a wine glass and one free wine tasting.
- D. Kid's Area: Dennis Ariza is wanting more volunteers for this area – painting, cornhole game; Lynn Larson will do face painting. Dennis will be painting last year's board white so it can be used again in the kid's area.
- E. Bands: Per Dennis Ariza, Tom Molina will be overseeing the music once again this year. He will provide 4 bands including School of Rock at a cost of \$700 per band, for a total of \$2,800.
- F. Food Truck: Mauricio's Brunch in a Box and More Liife Ice (*mobile Italian Ice*) will be at Art on the Vine.
- G. Advertising: Dennis Ariza placed a ¼-page ad in the Vacaville Reporter and in the Daily Republic. He also placed a ¼-page ad in Your Town (*Vacaville and Fairfield edition*). We are waiting for 6 new banners; we lost 2 in a theft and 2 had graffiti. Dennis will start posting them tomorrow in the local area.

X. Art by the Bay (Dennis Ariza)

Art by the Bay will be held on Saturday, September 21, 2024, 10am—5pm in the Harbor Plaza, Suisun City.

- A. Support Letters: Dennis Ariza to send out letters for donations and supporter letters.
- B. Noise Letters: Letters to residents alerting them of noise on that day to be sent.
- C. Street Closure Letter: A letter will be sent out to residents advising them of street closures.
- D. Sponsorship Binders: Per Dennis Ariza, sponsorship binders asking for donations and information on how to pay will be sent out to businesses.
- E. Volunteers: Dennis Ariza mentioned we may get the Will C Wood basketball team and the Rodriguez High Key Club members to help with volunteering at this event.

XI. The Crush

The Crush will be a one-day event, Monday, September 2, 10am—5pm.

- A. Originally this was going to be an Open Studios event and this year, Dennis Ariza is working on making this happen by getting multiple locations (*such as Village 360, Mangels, Pioneer Tap Room, II Fiorella Olive Oil Company*). Dennis has a meeting with Tony of Napa Valley Open Studios. Laura Klein will be talking to Mangels about this.
- B. We plan to use the same committee from Art by the Bay as a committee for The Crush.

XII. New Business

- A. Laura Klein gave Dennis Ariza the key to the PO Box. Recently the locks were changed, and Ken Chew could not get into the PO Box.
- B. Assist-A-Grad: Janet Barnes said we received genuinely nice letters from Scholarship Recipients; she wants to share them with the Board but unfortunately did not bring them today.

XIII. Next Meeting

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

XIV. Adjournment

Dennis Ariza adjourned the meeting at 10:51am.