



(860) 434-7802 90 Lyme Street, Old Lyme CT 06371 www.LymeArtAssociation.org

Agenda
BOARD OF DIRECTORS MEETING
December 19, 2018 4:00 pm

Call to Order	Katherine Simmons
Minutes Review & Approval	Katherine Simmons
Executive Director's Comments	Laurie Pavlos
Treasurer's Report 2019 Budget Investments	John Beatty John Beatty Steven Ross
Gallery Report	Laurie Pavlos
Development: Second Century Committee Palate to Palette Grants Annual Fund	Carrie Walters Emily Reynolds Laurie Pavlos Gary Parrington
Building and Grounds Report	Paul Sellier
Education and Activities Committee Report	Lisa DeFilippo
Other Business Conflict of Interest forms	
Adjournment of Meeting	

Next meeting: January 16, 2019, 4:00 pm



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BOARD OF DIRECTORS MEETING

December 19, 2018 4:00 pm

Board members present: Gayle Asher, Del-Bourree Bach, Serena Bates, John Beatty, Jay Berryman, Lisa DeFillipo, Donna Gilberto, Debbi Goodman, Sarah Lucas, David Moore, Emily Reynolds, Steven Ross, Lee Ruck, Kim Sapia, Paul Sellier, Katherine Simmons, Carrie Walters

Board members absent: Joan Wallace

Staff: Laurie Pavlos, Gary Parrington, Ann Chan

Call to Order: Kathy convened the meeting at 4:06

Minutes Review & Approval: The November minutes were approved on a motion by Dave, seconded by Gayle.

Treasurer's Report: John was backed up at work due to the new tax forms and was not able to complete the November report or budget. However, accounts are in good shape: there are no outstanding bills and there are funds in the operating account. Work on the 2019 budget is near completion. The year-end report and budget will be prepared for the January meeting. Steven said that he plans to report on investments on a quarterly basis. While the market is down, investment income remains steady. We have closed the Essex Financial Services bond account that was held as collateral for the now-closed line of credit. The bonds have been transferred to Schwab where our other investments are held.

Gallery Report: Laurie reported that by the end of November sales have already exceeded last year's total sales, and there are still several busy shopping weeks in the year. The 24-hour tax-free period for the Deck the Walls opening resulted in a record 28 sales. The average price for Deck the Walls has been around \$400. The figures in the Gallery Report sheet do not yet included the 15 Foster Caddell sales.

Development: Carrie reported that the exterior work is almost officially done. But the committee is not stopping, just taking a breath before strategizing for the next phase of capital improvements. Kathy noted that we may be able to make progress on tasks that won't trigger code requirements and that way whittle away at the scope of work while we plan the major portion of the interior renovations. Laurie reported that several grant applications have been submitted. Requests have been made to the Town of Old Lyme to renew our \$8,000 operating support as well as to continue the \$10,000 support for capital projects. We also applied to the Connecticut Arts Endowment Fund for an unrestricted grant (they determine the amount). Gary reported that this year's Annual Fund income is 25% higher than last year at this time. Gary reminded the Board that there are five opportunities to donation throughout the year, and the hope is that directors will contribute to each of them. If directors would like to make a single contribution for the year, that contribution can be distributed among the five appeals.



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Building and Grounds: Paul reported that, after soliciting bids from several contractors, Scully Landscaping has been chosen to proceed with placing a substantial barrier of gravel around the building to prevent dirt splashing up. They will also be cleaning up the bank up to Halls Road and cleaning out invasive growth in the brook. In the spring, gravel will be brought in to define and improve the parking lot, and the paved apron will be expanded to prevent the drop off as cars turn in from the road. Lighting has been improved in the stairwell. Large debris has been removed from the attic and brought to the dump. Steven stated that nothing should be stored in the attic or the furnace room. Paul has been looking for a company to do an energy audit of the building.

Education and Activities Committee: Laurie reported that the classes will all be starting in January again. Workshops will be held nearly every week from the end of June through July. The Art Supply Expo is Saturday, April 6.

Other Business

Conflict of Interest forms were filled out and returned to Laurie.

List of Directors' contact information was distributed.

Kathy wished Gary well in his retirement and thanked him for all he has done for the Association. Gary expressed his pleasure at all that the volunteers and staff have accomplished during his tenure and reported that he has tried to notify all important sponsors and contacts that he would be retiring.

Adjournment: On a motion by Debbi, seconded by Dave, the meeting was adjourned at 4:50.

Next meeting: January 16, 2019, 4:00 pm

Major Exhibitions - Gross Sales
By Exhibition

Year	Major Exhibitions - Gross Sales													
	Associate Artist	Wonders of Winter	Contemporary Look	Four Acts	EA Show	LOL Jr. Women	Marine Art	Anything Goes	Summer Paint & Sculpt	Pastel Society	NE Landscape	Deck the Walls	EA Room	Art Market
2010	\$5,370		\$500		\$12,145		\$10,965	\$2,015	\$2,840	\$2,450	\$36,390	\$9,685	\$8,932	
2011	\$5,895		\$0		\$3,550			\$2,505	\$2,995		\$7,880	\$17,902	\$7,843	
2012	\$3,230		\$825		\$12,595		\$8,250	\$950	\$8,942	\$1,145	\$20,302	\$15,788	\$7,009	
2013	\$3,775		\$0		\$5,195	\$12,910		\$2,100	\$7,155		\$10,108	\$17,133	\$10,629	
2014	\$3,810	\$5,850	\$135		\$9,575	\$5,485	\$21,685	\$3,810	\$6,295	\$1,300	\$7,370	\$12,250	\$9,588	\$5,700
2015	\$4,925	\$850	\$350	\$2,535	\$3,810		\$21,719	\$4,192	\$6,838	\$1,550	\$14,165	\$15,932	\$6,175	\$8,021
2016	\$7,285	\$650		\$7,620	\$25,960		\$22,612	\$3,170		\$3,700	\$23,370	\$21,750	\$10,507	\$7,285
2017	\$12,650		\$2,045	\$8,619	\$10,370		\$17,432	\$2,615			\$27,545	\$23,350	\$15,013	\$3,463
2018	\$12,540			\$4,700	\$15,968		\$25,620	\$2,100	\$16,735		\$15,629	\$11,944	\$19,467	\$1,900

Major Exhibitions - Total Pieces Sold
By Exhibition

Year	Major Exhibitions - Total Pieces Sold													
	Associate Artist	Wonders of Winter	Contemporary Look	Four Acts	EA Show	LOL Jr. Women	Marine Art	Anything Goes	Summer Paint & Sculpt	Pastel Society	NE Landscape	Deck the Walls	EA Room	Art Market
2011	12		0		5			9	8		8	34	22	
2012	10		1		11		10	8	15	2	21	28	18	
2013	10		0		8	27		10	11		10	29	27	
2014	9	10	1		4	10	28	15	10	2	15	30	19	14
2015	7	5	1	8	7		23	16	9	2	14	33	14	25
2016	12	1		19	11		22	14		5	17	33	27	12
2017	19		3	14	7		33	12			27	46	37	11
2018	13			12	22		29	13	18		15	30	47	6

**Gross Sales
Month**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Gross Sales
2012	\$1,900	\$3,055	\$6,320	\$6,290	\$7,308	\$13,775	\$14,241	\$12,750	\$5,750	\$13,398	\$17,114	\$10,321	\$112,220
2013	\$3,975	\$250	\$4,076	\$15,585	\$9,635	\$5,050	\$8,578	\$9,215	\$13,635	\$4,640	\$17,538	\$11,311	\$103,487
2014	\$8,545	\$2,985	\$5,425	\$14,298	\$6,785	\$14,515	\$15,565	\$7,235	\$5,945	\$18,933	\$18,125	\$10,925	\$128,281
2015	\$7,115	\$3,225	\$3,285	\$3,075	\$3,610	\$18,999	\$27,379	\$12,098	\$2,770	\$12,155	\$5,525	\$23,698	\$122,933
2016	\$2,520	\$2,787	\$10,255	\$22,425	\$8,065	\$26,915	\$6,367	\$5,525	\$13,580	\$6,700	\$20,570	\$9,580	\$135,288
2017	\$10,290	\$2,545	\$10,037	\$6,520	\$9,195	\$17,127	\$13,150	\$8,054	\$21,955	\$11,775	\$18,685	\$10,040	\$139,372
2018	\$12,840	\$1,250	\$6,900	\$2,893	\$15,920	\$7,344	\$18,021	\$31,481	\$22,030	\$12,340	\$14,777	\$6,785	\$152,581

**Total Pieces Sold
Month**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Total Pieces
2012	5	8	12	11	13	16	33	17	12	14	22	21	184
2013	9	1	9	32	16	7	21	24	16	6	26	22	189
2014	17	7	20	14	11	16	36	16	7	27	19	20	210
2015	17	4	8	5	7	30	62	23	6	18	7	47	234
2016	7	8	17	17	6	29	17	12	13	7	28	16	177
2017	17	6	18	10	9	30	36	17	21	13	40	19	236
2018	15	2	18	5	24	12	37	38	7	14	26	14	212

Year-to-date Comparison

Year	January	Jan. - Feb.	Jan. - March	Jan. - April	Jan. - May	Jan. - June	Jan. - July	Jan. - August	Jan. - Sept.	Jan. - Oct.	Jan. - Nov.	Jan. - Dec.	Yearly Sales
2012	\$1,900	\$4,955	\$11,275	\$17,565	\$24,873	\$38,648	\$52,888	\$65,638	\$71,388	\$84,786	\$101,900	\$112,220	\$112,220
2013	\$3,975	\$4,225	\$8,301	\$23,886	\$33,521	\$38,571	\$47,149	\$56,364	\$69,999	\$74,639	\$92,176	\$103,487	\$103,487
2014	\$8,545	\$11,530	\$16,955	\$31,253	\$37,038	\$51,553	\$67,118	\$74,353	\$80,298	\$99,231	\$117,356	\$128,281	\$128,281
2015	\$7,115	\$10,340	\$13,625	\$16,700	\$20,310	\$39,309	\$66,687	\$78,785	\$81,555	\$93,710	\$99,235	\$122,933	\$122,933
2016	\$2,520	\$5,307	\$15,562	\$37,987	\$46,052	\$72,967	\$79,333	\$84,958	\$98,438	\$105,138	\$125,708	\$135,288	\$135,288
2017	\$10,290	\$12,835	\$22,872	\$29,392	\$38,587	\$55,714	\$68,864	\$79,917	\$98,872	\$110,647	\$129,332	\$139,372	\$139,372
2018	\$12,840	\$14,090	\$20,990	\$23,883	\$39,803	\$47,147	\$65,168	\$96,649	\$118,679	\$131,019	\$145,796	\$152,581	\$152,581

Building and Grounds Report – December 2018

- New track lighting in the hall and stairwell to lower level has been completed – this expands the area for showing additional artwork and improves overall visibility.
- We have received two quotes for clearing invasive growth and brush from the land adjacent to Halls Road and the area surrounding the brook. We are well into the permitting process and we should be able to proceed and complete according to plan.

Scully Landscape and Design provided a very strong bid according to our specifications for \$3,300. The competing quote for the same specs was just under \$5,000. We are very familiar with the professionalism and quality of Scully's work. The contract award to Scully, fully endorsed by the Building and Grounds Committee, is pending Executive Committee approval.

- We have received a quote for a proper redo of the drainage stone around the building perimeter. The existing stone was not correctly installed and must be removed. Scully has priced this project at \$2,500 plus cost to install permanent edging, which we are reviewing options. The cost of stone delivered is approximately \$1,000 with the balance for labor. This is very reasonable for the work to be performed. The contract award to Scully, fully endorsed by the Building and Grounds Committee, is pending Executive Committee approval.
- We have started general clean up in attic, storage room, boiler room and covered space under Goodman Gallery. Many years of debris and demolition materials were removed from these areas. We have asked the Executive Committee to establish policies for what, where and how long items can be stored.
- We have contacted a manufacturer of insulated laylights and are waiting for preliminary findings including options and costs.
- We are going to contact insulation specialists to make recommendations regarding attic insulation, which currently is woefully inadequate.
- In conjunction with these items, we are going to contact Connecticut Green Bank and Eversource to request an energy audit and determine what, if any grant monies might be available. We believe both insulated laylight and additional attic insulation will pay for themselves over a very short period.
- It's that time of year – we will be asking members to stay in the Holiday Spirit to volunteer during the week of January 6, for several projects including completion of the attic clean up and installing additional track lighting in all four galleries. We are deciding if laylights need to be hand washed after recent cleaning from the attic.

We made good progress with Building and Grounds projects in 2018 and excited about moving forward with an ambitious schedule of initiatives for 2019.

Respectfully submitted, Building & Grounds Committee