



(860) 434-7802 90 Lyme Street, Old Lyme CT 06371 [www.LymeArtAssociation.org](http://www.LymeArtAssociation.org)

**Agenda**  
**BOARD OF DIRECTORS MEETING**  
**September 18, 2019 4:00 pm**

<b>Call to Order</b>	Katherine Simmons
<b>Minutes Review &amp; Approval</b>	Katherine Simmons
<b>Treasurer's Report</b>	John Beatty
<b>Gallery Report</b>	Jocelyn Zallinger
<b>Development:</b>	
Grants	Elsbeth Dowd
Palate to Palette	Emily Reynolds
<b>Building and Grounds Report</b>	Paul Sellier
<b>Education and Activities Committee Report</b>	Laurie Pavlos
<b>Board Slate for 2019</b>	Katherine Simmons
<b>Other Business</b>	
<b>Adjournment of Meeting</b>	

Next meeting Annual Meeting, October 23, 2019, 5:00 pm refreshments, 5:30, meeting begins.



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## BOARD OF DIRECTORS MEETING

Sept 18, 2019

**Board Member Present:** Joan Wallace, Sarah Lucas, Lee Ruck, David Moore, Serena Bates, Paul Sellier, Kathy Simmons, Beverly Schirmeier, Emily Reynolds, Gayle Asher, Debbi Goodman, Harley Bartlett, Donna Gilberto

**Members Absent:** Del-Bourree Bach, John Beatty, James Berryman, Lisa DeFillipo, Steven Ross, Kim Sapia, Carrie Walters

**Staff Present:** Laurie Pavlos & Ann Chan

**Call to Order:** Kathy convened the meeting 4:17 pm. In the downstairs classroom.

**Minutes Review and Approval:** Serena noted that she and Del were both left off as attendees at the August 21<sup>st</sup> meeting. Noting that correction and adding them to the August attendance, Kathy asked for a motion to approve the August meeting minutes. Sara made a motion to approve, David seconded. Minutes were approved unanimously.

**Treasurer's Report:** In John's absence, Laurie presented the Treasurer's report through August 31. The discrepancy between 2018 and 2019 Annual Appeal to-date is due to the the Spring Challenge being devoted to the Capital Campaign in 2018, and not counted toward Annual Appeal. This year our education expenses are higher because of all the workshops we ran, but our education income will more than make up for this. Our in-kind donations are different because in 2018 The Day still was donating ad space; this year they didn't. We are pretty sure our credit card fees have gone up because many people paid for their workshops over the phone. We will look into other possible options to help reduce this expense.

**Gallery Report:** Laurie also reported for Jocelyn as the meeting was held in the classroom and Jocelyn was upstairs in the gallery greeting visitors. Traffic has been unusually slow and sales have been sluggish during the late summer We are hoping the New England Landscape show will do better. We are few thousand dollars behind last year but the Elected Artist Gallery is up in sales over last year and the year is not over. Jocelyn and APEC will be coming up with new ways to use the Brook Gallery. Now it will not always be used for pieces that were declined in the juried show.

**Artistic Policy and Exhibitions Committee Report:** Joan reported that APEC has discussed that the Brook Gallery would be a good spot to display an exhibit of works from studio classes. There are ten Elected Artist candidates currently on display in the Brook Gallery. Joan reminded Elected Artist to please vote.

**Development:** Elsbeth was away, so Laurie went over Elsbeth's prepared report. We have received the Supporting Arts Grant, which is unrestricted, that is just under \$6,000. We were also



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approved by the State Historic Preservation Office for a Survey and Planning Grant from the State. That will be used for the next phase of the Capital Campaign.

There are many sponsors for Palate to Palette, but we need more exhibit sponsors. Kathy interjected that Sponsorship would be a good committee for someone to head up. We may need to find a different way of securing future exhibit sponsors.

**Building and Grounds:** Paul stated that there is nothing significant to report: building and grounds work is all caught up.

**Education and Activities:** Laurie reported for Lisa DeFilippo. There is one more workshop in October, which should run. Thursday evening starts our fall lecture series. The planning for the 2020-2021 workshop calendar is in the works. John had asked Laurie if it would be easier to report education expenses as a negative number under the income account so it would be easier to net out the education income. Paul stated that the audit committee thought it was a good idea to have leave it as is, reported as an expense account. The high school program is not budgeted but instructors and supplies are offset by a donation that will cover these.

**Other Business:** There has been discussion of hiring a consultant for strategic planning as we look ahead to the next Capital Campaign. Kathy said that they have met with two consulting firms and Beverly and Laurie have selected Tom Gezo who is local and familiar with non-profits. The initial cost is \$6,000 down from almost double that quoted by both firms. Beverly explained that we can save by doing some of the work ourselves. After all questions were answered Kathy asked for a motion to approve hiring Tom's firm. Paul made a motion to approve, seconded by Sara. All approved. The motion was approved.

Next was the matter of two of our newest board members standing for election in October, Beverly Shirmeier and Harley Bartlett. Also, four board members will be cycling off, Kathy included. Kathy will still be around and involved as Past President. Steve is still staying actively involved, Donna is continuing on with APEC and Debbi will continue to serve on the Education and Activities Committee, Palate to Palette, and the other ways she volunteers. Kathy stated how much she has enjoyed her 10 years as President and that she plans to chair the nominating committee. David stated that we are all very thankful for Kathy's 10 years of fabulous leadership. All applauded. Lee proposed a motion for Kathy to chair the nominating committee, David seconded. All approved. Laurie reminded all that Emily as Vice President will be the interim President between now and November.

**Adjournment of Meeting:** At 5:09 Kathy asked for motion to adjourn. Sara made the motion for adjournment, seconded by Debbi. All voted in favor.

*The next meeting is the Annual meeting, Wednesday Oct 23, at 5:00 pm. Refreshments 5:30, meeting begins.*

**Lyme Art Association**  
**Profit & Loss Prev Year Comparison**  
**January through August 2019**

			<b>Budget</b>	
	Jan - Aug 19	Jan - Aug 18	Jan - Aug 19	Jan - Dec 19
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4002 · Membership - Dues	24,625.00	21,543.37	25,700.00	40,000.00
4003 · Entry Fees	22,965.00	23,875.00	28,000.00	35,000.00
4004 · Donations	36,119.50	19,230.38	33,007.00	52,000.00
4004.10 · Fundraising Events	23,388.43	17,869.09	4,000.00	46,000.00
4005 · Exhibition Rental	7,100.00	5,550.00	7,000.00	7,000.00
4005.5 · Facility Rental	6,318.00	3,825.00	3,500.00	5,000.00
4006 · Misc Sales	826.57	3,640.40	0.00	0.00
4007 · Education	53,327.50	28,080.00	48,000.00	55,000.00
4009 · Commissions - Sales of Artwork	29,135.04	32,272.87	38,000.00	59,000.00
4011 · In Kind Donations	0.00	26,183.00	5,000.00	10,000.00
4100 · Grants	9,605.00	7,000.00	9,000.00	9,000.00
4200 · Interest & Dividends	14,002.28	10,530.06	14,000.00	21,000.00
<b>Total Income</b>	227,412.32	199,599.17	215,207.00	339,000.00
<b>Gross Profit</b>	227,412.32	199,599.17	215,207.00	339,000.00
<b>Expense</b>				
5000 · Education -Class Expense	26,089.24	8,850.89	24,668.00	25,000.00
5300 · Utilities	13,138.40	8,987.34	12,400.00	18,600.00
5401 · Maintenance-Cleaning	3,409.33	3,831.94	4,336.00	6,500.00
5402 · Maintenance	7,361.02	5,781.49	4,000.00	6,000.00
5404 · Grounds	11,128.56	4,523.39	15,000.00	18,600.00
5451 · Office	4,985.35	3,060.03	3,900.00	5,700.00
5453 · Miscellaneous	983.79	160.00	332.00	500.00
5461 · Fund Raising	797.03	0.00	0.00	1,200.00
5650 · Insurance	9,990.32	5,742.75	13,000.00	14,000.00
5701 · Exhibits	11,181.79	12,221.53	10,900.00	17,000.00
5725 · Postage & Shipping	1,147.67	820.87	1,132.00	1,700.00
5751 · Printing	433.60	1,017.94	1,000.00	1,500.00
5801 · Publicity/Advertising	5,716.54	3,959.50	8,000.00	12,000.00
5802 · In Kind Expenses	0.00	26,183.00	5,000.00	10,000.00
5850 · Capital Expenses	20,259.23	9,960.55	15,000.00	20,000.00
5901 · Bank & Credit Card Fees	8,547.37	4,565.62	6,000.00	9,000.00
5902 · Interest	-0.56	0.00	0.00	
6500 · Payroll	107,577.70	102,401.42	110,000.00	165,000.00
6561 · Gallery use expense	229.41	341.09	280.00	400.00
7500 · Other personnel expenses	100.00	0.00		0.00
8300 · Promotion and Travel	510.00	615.13	1,668.00	2,500.00
8401 · Training	350.90	0.00	750.00	750.00
<b>Total Expense</b>	233,936.69	203,024.48	237,366.00	335,950.00
<b>Net Ordinary Income</b>	-6,524.37	-3,425.31	-22,159.00	3,050.00

**Lyme Art Association**  
**Profit & Loss Prev Year Comparison**  
 January through August 2019

			<b>Budget</b>	
	Jan - Aug 19	Jan - Aug 18	Jan - Aug 19	Jan - Dec 19
<b>Other Income/Expense</b>				
<b>Other Income</b>				
4004.6 · Grants - Capital Campaign	10,000.00	11,000.00	0.00	10,000.00
4010.3 · Capital Campaign Donations	6,186.53	60,676.41	3,332.00	5,000.00
<b>Total Other Income</b>	16,186.53	71,676.41	3,332.00	15,000.00
<b>Other Expense</b>				
6701 · Capital	0.00	0.00		
6702 · Capital Campaign Exp	0.00	259,145.20	2,000.00	2,000.00
<b>Total Other Expense</b>	0.00	259,145.20	2,000.00	2,000.00
<b>Net Other Income</b>	16,186.53	-187,468.79	1,332.00	13,000.00
<b>Net Income</b>	9,662.16	-190,894.10	-20,827.00	16,050.00

**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	\$5,785	\$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	\$11,793	\$157,588
2019	\$8,080	\$10,468	\$9,017	\$10,175	\$13,801	\$11,547	\$24,352	\$5,961	\$3,098				

**Total Pieces Sold  
Month**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Total Pieces
2012	5	8	12	12	11	13	16	33	17	12	14	22	21
2013	9	1	9	32	16	16	7	21	24	16	6	26	22
2014	17	7	20	14	11	11	16	36	16	7	27	19	20
2015	17	4	8	5	7	7	30	62	23	6	18	7	47
2016	7	8	17	17	6	6	29	17	12	13	7	28	16
2017	17	6	18	10	9	30	36	36	17	21	13	40	19
2018	15	2	18	5	24	12	37	38	7	7	14	26	25
2019	14	18	16	13	22	19	18	12	5				223

**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	\$31,263	\$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	\$84,858	\$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	\$76,917	\$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	\$157,588	\$157,588
2019	\$8,080	\$18,548	\$27,564	\$37,739	\$47,940	\$63,086	\$87,438	\$93,399	\$96,497				

Major Exhibitions - Gross Sales By Exhibition														
Year	Contemporary Look				EA Show	LOL Jr. Women	Marine Art	Anything Goes	Summer				EA Room	Art Market
	Associate Artist	Wonders of Winter	Four Acts	Orary					Paint & Sculpt	Pastel Society	NE Landscape	Deck the Walls		
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		\$21,719	\$4,192	\$6,838	\$1,550	\$14,165	\$15,932	\$6,175	\$8,021
2016	\$7,285	\$650			\$7,620		\$22,612	\$3,170		\$3,700	\$23,370	\$21,750	\$10,507	\$7,285
2017	\$12,650			\$2,045	\$8,619		\$17,432	\$2,615			\$27,545	\$23,350	\$15,013	\$3,463
2018	\$12,540				\$4,700		\$25,620	\$2,100	\$16,735		\$19,849	\$15,752	\$20,667	\$1,900
2019	\$12,962				\$12,393		\$22,289		\$5,275				\$19,312	\$4,217

Major Exhibitions - Total Pieces Sold By Exhibition														
Year	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
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		17	39	49	6
2019	18			21			12		6				54	9

Lyme Art Association Fundraising Report for Board of Directors  
September 18, 2019  
Submitted by Elsbeth Dowd, Development Manager

**Grant Proposals**

- **Awarded! Connecticut Office of the Arts, Supporting Arts Grant.** Awarded \$5,950, no match required, unrestricted.
- **Awarded! Connecticut SHPO (State Historic Preservation Office), Survey and Planning Grant.** Awarded \$13,000 (1:1 match required, total project budget \$26,000). Energy efficiency feasibility study. This is a prerequisite to applying for a Historic Restoration Fund grant for up to \$100,000 for implementation.

**Sponsorships**

- Thank you to **Suisman Shapiro**, supporting sponsor for Fresh Expressions
- Thank you to **Chelsea Groton Savings Bank**, supporting sponsor for New England Landscape
- Submitted proposal to Bank of America for Deck the Walls sponsorship. Also requesting renewal of support from Family Hearth and Patio.

**Annual Fund 2018-2019**

- Annual Appeal to date: \$30,355
- Spring Challenge: \$17,420 (goal was \$13,500)
- Total Annual Fund to date: \$47,775

**Membership**

- We have an auto-renewal function now available when you join or renew online

**Palate to Palette**

- Sponsorships Confirmed: \$36,075, plus in-kind
- We have 13 restaurants confirmed
- Tickets are now on sale for \$75. You can also contribute online as a Patron level sponsor for \$300, which includes two passes to the event.
- Thank you to board members, committee members, and artists for all their contributions! A special thank you to Debbi Goodman! Auction proceeds from her painting Guernsey Girls will be going toward the Capital Campaign.

*Thank you to all our donors and volunteers!*



**Education and Activities Report for Board of Directors  
September 17, 2019**

Fall classes are now starting up. The studio is largely rented. One planned class, Alan James watercolor, has been cancelled due to low enrollment. Two others have been given a break on rent so they can run classes with 4 students. Other classes are well enrolled. Hopefully the classes starting in October will run with full enrollment and rent as well.

The high school scholarship class has begun. 6 weeks will be taught by Jack Montmeat, 6 by Mary Mellot. Supplies and instructor pay will be reimbursed by the donor. Eight students from two high schools are attending.

The one remaining 2019 workshop will run, but so far enrollment is low.

The Fall Lecture series begins tomorrow with a lecture by Wendy Swain on the sculptures in central park. Then in October, two lectures on art in the American west by Bob Potter.

2020 and 2021 workshop seasons are in planning. Some instructors who aren't available for 2020 are being scheduled for 2021. So far we have Kathleen Speranza, Amaya Gurpide, and Hollis Dunlap for 2020. Josh LaRock and Quiang Huang are tentatively scheduled for 2021. We are making an effort to finalize 2020 so we can get in the March workshop issue of Artists Magazine – deadline Nov 1.

**Education Financial Report**

	Jan - Aug	2019 Projected	2019 Budget
<b>Income</b>			
Workshops	\$39,735	\$40,785	\$34,000
Classes	\$12,847	\$18,447	\$21,000
Lecture	\$690	\$1,400	\$0
	\$53,272	\$60,632	\$55,000
<b>Expense</b>			
Workshops	\$24,521	\$27,116	\$24,000
Studio Equip.	\$1,127	\$1,350	\$1,000
Lecture	\$300	\$500	\$0
	\$25,948	\$28,966	\$25,000
<b>Net Income</b>	\$27,324	\$31,666	\$30,000



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## 2019 BOARD OF DIRECTORS SLATE

### NOMINATED FOR ELECTION (for a two-year term 2019 - 2021)

Name	Brief bio and current Committees/Offices served
Harley Bartlett	Harley is an Elected Artist who lives in Scituate, Rhode Island. He served as President of the Providence Art Club. Harley was appointed to the Board in June 2019 and serves on the Building and Grounds Committee. (First Term)
James Berryman	James is an attorney at Suisman Shapiro Attorneys At Law who lives in Old Lyme. He serves on the Palate to Palette Committee and serves the Board as a legal advisor. (Third Term)
Lee Ruck	Lee is a retired attorney who lives in Old Saybrook. He served as an Adjunct Professor at University of Richmond School of Law and George Mason University Law School and School of Business. Lee chairs the Governance Committee. (Second Term)
Kim Sapia	Kim is the mother of 3 young children and lives in Old Lyme. She formerly sourced for a high-end clothing company. She serves on the Palate to Palette Committee. (Third Term)
Beverly Schirmeier	Beverly is an Elected Artist and retired educator, counselor, and human resources manager. She served as President of the Madison Art Society. Beverly was appointed by the Board in March of 2019 and serves as Assistant Secretary. (First Term)
Caroline Walters	Caroline is a retired executive and resident of Lyme. She is the Chair of the Second Century Capital Campaign Committee. (Third Term)

### DIRECTORS CURRENTLY SERVING

Name	Current Committees/Offices served
Gayle Asher	Elected Artist, Internal Audit Committee. (Third Term)
Del-Bourree Bach	Elected Artist, APEC. (Third Term)
Serena Bates	Elected Artist, Education and Activities committee. (First Term)
John Beatty	LAA Treasurer, Executive Committee. (Seventh Term)
Lisa DeFilippo	Elected Artist, Education and Activities committee. (Second Term)
Sarah Stifler Lucas	Elected Artist, APEC. (Second Term)
David Moore	Associate Artist, Chair, Swing for Art Fundraiser. (Second Term)
Emily Reynolds	LAA Vice President, Chair of the Palate to Palette committee. (Third Term)
Paul Sellier	Chair, Building and Grounds/ Chair, Internal Audit Committees. (First Term)
Joan Wallace	Elected Artist, APEC chair. (First Term)

Outgoing directors includes: Donna Gilberto (Elected Artist, APEC Committee)  
Debbi Goodman (Associate Artist, APEC, P2P, Educ. & Act. Committees)  
Steven Ross (Secretary, Executive, Investment Committees)  
Katherine Simmons (President, Chair of Executive Committee)

Current Board composition includes 20 Directors, 10 of whom are Elected Artists. Upon election, the incoming Board composition will include 16 Directors, 8 of whom will be Elected Artists.