



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

BOARD OF DIRECTORS MEETING

April 15, 2020 4pm. By videoconference

Board Member Present: Del-Bourree Bach, Harley Bartlett, Sarah Lucas, David Moore, Beverly Schirmeier, John Beatty, Paul Sellier, Emily Reynolds, Carrie Walters, Lisa DeFilippo, Kim Sapia, Maura Cochran and Kathy Simmons.

Members Absent: Gayle Asher, Lee Ruck, Serena Bates, Jay Berryman and Joan Wallace.

Staff Present: Laurie Pavlos, Jocelyn Zallinger, Elsbeth Dowd and Ann Chan

Call to Order: Harley called the meeting to order at 4:03 pm. Emily joined immediately after the call to order.

Minutes Review and Approval: Maura wanted it noted that when talking about the Plein Air program, it was decided it would run June and July, not May and June as written in the minutes. Emily asked for a motion to approve the March minutes with the change. Sarah made a motion to approve and Carrie seconded. Minutes approved.

Treasurer's Report: Laurie stated that education and rental are the most at risk depending on if we can hold any of our programs. We are hoping to run our outdoor landscape workshop in June. We also hope to run our studio classes. Emily suggested we may want to talk about holding a virtual opening. Paul pointed out that membership donations continue to roll in.

Laurie stated that we applied for a loan from Essex Savings Bank under the Payroll Protection Program. We have been approved for just under \$27,000. The program is intended to help employers maintain their payroll at their normal base pay. The loan is forgivable when used for payroll and utilities.

On the investment side, Paul said that our portfolio didn't experience a drastic move and our dividend stream is okay for the most part. Our investment strategy is unchanged. We have plenty of options if the portfolio needs to fund anything this year. Sky Investments is doing a great job managing through this crisis.

Gallery Report: Jocelyn stated there have been a few inquiries about online pieces but no sales. *Birds and Bees* is receiving online entries until April 18. Nancy Gadwell is the juror. Ruthie will be working on getting all the pictures on the website for *Birds and Bees* once it is juried. The show should be up and ready for viewing by Friday April 24.



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Development: Elsbeth said that many organizations are planning an annual day of giving on May 5 for donations to causes that are important to them. Laurie suggested that a modest Spring Challenge we could ask for would be a new sink for the studio so people can easily wash their hands when they return.

Laurie spoke to Bob Bingham of Sky Investments about how their sponsorship of *Yin & Yang* was cut short. She suggested that we could extend their sponsorship to the *Birds and the Bees* show as well, and he was happy with that idea.

David stated that the Swing for Art would be rescheduled for the Fall.

Elsbeth mentioned that she is trying to come up with ideas to encourage online sales. One idea she had would be to offer that LAA donate 5% of our Birds & Bees commission to the Shoreline Soup Kitchens. This would help our image and hopefully encourage purchases. A number of other worthy causes were also mentioned. Laurie asked if we could have a motion to donate 5% of LAA commissions from *Birds & Bees* to Shoreline Soup Kitchen and Pantry. Sara made a motion, David seconded, all were in favor.

Building and Grounds: Paul said the roof is still leaking in some spots. He will call Parady Roofing and schedule a repair.

Education and Activities: Laurie has spoken to Hollis Dunlap and the landscape classes will probably take place with social distancing. Hollis can start up as soon as restrictions get eased as he is not going to France this summer. We are also looking forward to running Maura's plein air painting group. Some ideas for studio use, when the time comes, include limiting class size, providing hand sanitizer, instructive signage, requiring masks, and reducing touch points by propping doors open. Larger groups sharing a small space will not take place again for a long time - we have to figure out how to operate in the mean time.

Maura Cochran then gave an update on her plein air painting group. They have decided not to go to anyone's house for the sessions. There are plenty of family owned properties and public spaces they should be able to access. Maura said they would like to start in June on Mondays and take a break in August because of the heat and start again in September. Maura asked if they should take off July 6th because of the July 4th holiday. Beverly thought that they should just run the class on July 6 and not have a break that week. The website will give a listing of the sites and on the Friday before the group is supposed to meet, it will give the site for the following Monday, in case they have to change locations due to weather. Emily told Maura if the group wanted to use the boatyard that abuts her property, she will make sure the bathrooms are open when they are there.

Board Nominations: Although Kathy was present, her audio was not co-operating, so Laurie spoke of Kathy's latest nominee. As Kathy mentioned at March meeting, Michael Centrella expressed interest in being on the board. Laurie said that all have had a chance to read Michael's resume and would like someone to make a motion to bring Michael on board. Sara made a motion to accept Michael to the



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board and let him stand for election at the annual meeting in October. Paul seconded, all in favor. Motion passed.

Other Business: No other business

Adjournment of Meeting: Emily asked for a motion to adjourn. Sara made the motion, seconded by David, all in favor. Meeting adjourned at 4:58pm.

ADDENDUM TO APRIL MINUTES:

On April 20th, John Beatty spoke to Laurie by phone. He had called into the board meeting but wasn't able to make himself heard. At the meeting, after Laurie explained the Payroll Protection Loan, John tried to make a motion to have the board allow either himself or Laurie to sign the loan agreement. So Laurie conveyed this motion to the board by email. Twelve board members responded to the email motion and all twelve voted in favor of allowing John or Laurie to sign the PPP loan agreement.

The next meeting is Wednesday May 20 at 4 pm.

	<u>Jan - Mar 20</u>	<u>Jan - Mar 19</u>	<u>2020 Budget</u>
Ordinary Income/Expense			
Income			
4002 · Membership - Dues	13,228.75	10,530.00	10,800.00
4003 · Entry Fees	9,076.00	11,295.00	10,500.00
4004 · Donations	15,069.30	9,272.50	10,750.00
4004.10 · Fundraising Events	3,050.00	500.00	500.00
4005 · Exhibition Rental	0.00	3,400.00	2,700.00
4005.5 · Facility Rental	2,441.00	2,275.00	2,000.00
4006 · Misc Sales	90.51	158.81	150.00
4007 · Education	15,968.67	17,385.00	14,450.00
4009 · Commissions - Sales of Artwork	13,422.31	9,034.41	9,500.00
4100 · Grants	5,000.00	4,000.00	4,000.00
4200 · Interest & Dividends	5,251.04	5,250.00	5,250.00
Total Income	<u>82,597.58</u>	<u>73,100.72</u>	<u>70,600.00</u>
Gross Profit	82,597.58	73,100.72	70,600.00
Expense			
5000 · Education -Class Expense	347.35	0.00	500.00
5200 · Professional Services	1,674.72	0.00	3,000.00
5300 · Utilities	3,867.16	4,199.79	4,275.00
5401 · Maintenance-Cleaning	1,460.00	905.24	1,335.00
5402 · Maintenance	1,723.02	4,657.99	2,500.00
5404 · Grounds	412.00	6,484.53	3,000.00
5451 · Office	2,588.58	1,817.42	2,790.00
5453 · Miscellaneous	148.47	933.79	300.00
5461 · Fund Raising			750.00
5650 · Insurance	6,666.08	6,119.32	6,200.00
5701 · Exhibits	5,157.66	4,657.12	5,730.00
5725 · Postage & Shipping	282.95	480.85	480.00
5751 · Printing	406.50	0.00	0.00
5801 · Publicity/Advertising	2,318.07	2,022.19	3,000.00
5850 · Capital Expenses	0.00	2,900.00	3,500.00
5901 · Bank & Credit Card Fees	2,603.81	2,681.92	2,870.00
6500 · Payroll	40,633.90	40,396.53	41,780.00
6561 · Gallery use expense	0.00	229.41	230.00
7500 · Other personnel expenses	0.00	100.00	0.00
8300 · Promotion and Travel	388.52	475.00	600.00
8401 · Training	87.00	235.50	300.00
Total Expense	<u>70,765.79</u>	<u>79,296.60</u>	<u>83,140.00</u>
Net Ordinary Income	11,831.79	-6,195.88	-12,540.00