



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

Agenda
BOARD OF DIRECTORS MEETING
May 20, 4:00 pm, by videoconference

Call to Order and welcome new board member	Emily Reynolds
April Meeting Minutes Review and Approval	Emily Reynolds
Executive Director's Report Phased reopening	Laurie Pavlos
Treasurer's Report	John Beatty
Gallery Report	Jocelyn Zallinger
Development: Annual Fund	Elsbeth Dowd
Building and Grounds Report	Paul Sellier
Education and Activities Committee Report	Laurie Pavlos
Other Business	
Adjournment of Meeting	

Next meeting, June , 2020, 4:00 pm.



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BOARD OF DIRECTORS MEETING

May 20, 2020 4pm. By videoconference

Board Member Present: Harley Bartlett, Sarah Stifler Lucas, Kim Sapia, Paul Sellier, Emily Reynolds, Lisa DeFilippo, Beverly Schirmeier, John Beatty, Joan Wallace, Carrie Walters, Jay Berryman, Maura Cochran, Mike Centrella, and Kathy Simmons.

Members Absent: Del-Bourree Bach , Lee Ruck, Gayle Everett Asher , Serena Bates, and David Moore

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

Call to Order: Emily Reynolds called the meeting to order at 4:03 pm and started off by introducing the board to Michael Centrella.

Minutes Review and Approval. Emily asked for a motion to approve the April minutes. Michael Centrella made a motion which was seconded by Carrie. Minutes approved.

Executive Director's Report: Laurie presented her report explaining how staff is working from home as well as taking turns working in the office. Efforts in increasing social media presence and online offerings have increased and members are continuing to join. Reopening will be gradual, with care to ensure social distancing and sanitizing. Michael asked if Lyme Art Association has liability insurance for its board members and Kathy answered that it does.

Treasurer's Report: The year to date income still shows a profit but that may change as refunds for workshop cancellations are processed. Appears that net income will be closer to a break - even amount. To date, Laurie estimated \$3,000 had been refunded. Membership, entry fees, donations and interest and dividends all remain strong. The Payroll Protection Plan disbursement that came in in April will offset payroll. Laurie added that insurance premiums look like they have gone up and we will look into that a bit more.

Paul mentioned the portfolio's value was at \$806,000, down about 7% from the end of last year. We had made a \$10,000 contribution at the beginning of the year. Paul concluded that the portfolio is performing as well as we expected considering the economy.

Gallery Report: Jocelyn reported that we had no new sales. We sold three paintings in April and two this month, for a total of \$4,745. Today was the first day artists were allowed to pick up their work from *Yin & Yang*, by making appointments online using the Sign-Up Genius app. The online submission form for the marine show is up and running. Hudson Valley Art Association will be renting the gallery once again for their show, which will run from June 26 until August 14, with no opening reception. The show will be juried online. The gallery will be opening on June 26, with signage and procedures in place for the safety of the public and staff. Laurie has been gathering cleaning and disinfecting supplies and there will be

signage when we open back up as well. Maura interjected that she has enjoyed the ease of online submissions and hopes it continues when we return to a more normal state. Hudson Valley drop off will have to be fine-tuned, perhaps using Sign-up Genius to space out artists.

Development: Elsbeth has one grant application in the works for the Connecticut Supporting Arts, which is due at the end of June. They have streamlined the application. Last year we received almost \$6,000 and their website still suggests that we should get about the same this year. Laurie asked what people thought about sending a careful letter to a small group of donors who normally donate and haven't sent in a Spring Challenge yet. Jay and all thought it was a good idea to do that.

Building and Grounds: Paul reported that we had 2 leaks repaired, turns out there was a coin size hole in one of the glass panels. We want to move forward with replacing the studio sink and the lower level faucets.

Education and Activities: Laurie reported that the plein air painting group is starting on June 1. Hollis wants to do some of his classes outside. We have a couple of landscape workshops coming up, but not a lot of people have signed up for them so far. At this time, we don't have a good sense of when the studio will be open. Right now, it just doesn't seem like standing next to people for 3 hours, even with a mask, is a good idea. We could set up the studio to do demonstrations online, but so far Laurie has not found anyone to pick up on that idea. Laurie would be happy to promote, on our website, our own members who are doing demos and instruction online. Karen Israel has done demos for our website and they have been very well received. Lisa told Laurie she is in Denver taking online classes through the Art Students League and they have a few instructors who have really mastered the art of online demos, it is really worthwhile. Laurie plans to get in touch with some of those instructors. We can also link to video content that's available from a wide range of art institutes, so Laurie plans to put the links on a page if we can't get any of our members to send a link. We could also do an interview with an Elected Artist.

Other Business: No other business.

Adjournment of Meeting: Jay made a motion to adjourn at 4:53 pm. And Michael seconded. All in favor.

The next meeting is Wednesday June 17 at 4 pm.

Lyme Art Association
Treasurer's Report for May 2020 Board Meeting
January through April 2020

	<u>Apr 20</u>	<u>Jan - Apr 20</u>	<u>Jan - Apr 19</u>
Ordinary Income/Expense			
Income			
4002 · Membership - Dues	2,340.00	15,568.75	14,180.00
4003 · Entry Fees	550.00	9,626.00	12,695.00
4004 · Donations	2,390.00	17,459.30	19,969.50
4004.10 · Fundraising Events		3,050.00	2,725.00
4005 · Exhibition Rental		0.00	4,100.00
4005.5 · Facility Rental	242.45	2,683.45	2,475.00
4006 · Misc Sales		90.51	356.26
4007 · Education	-925.00	15,043.67	23,932.50
4009 · Commissions - Sales of Artwork	1,037.97	14,460.28	13,244.66
4100 · Grants	2,844.00	7,844.00	5,605.00
4200 · Interest & Dividends	1,750.00	7,001.04	7,000.20
Total Income	<u>10,229.42</u>	<u>92,827.00</u>	<u>106,283.12</u>
Gross Profit	10,229.42	92,827.00	106,283.12
Expense			
5000 · Education -Class Expense		347.35	3,100.00
5200 · Professional Services	37.22	1,711.94	0.00
5300 · Utilities	1,042.57	4,909.73	5,853.23
5401 · Maintenance-Cleaning		1,460.00	1,350.24
5402 · Maintenance	43.15	1,766.17	4,772.99
5404 · Grounds	1,025.18	1,437.18	7,020.51
5451 · Office	96.06	2,684.64	2,191.64
5453 · Miscellaneous		148.47	933.79
5461 · Fund Raising		0.00	769.66
5650 · Insurance	2,482.95	9,149.03	8,051.32
5701 · Exhibits	36.16	5,193.82	5,521.10
5725 · Postage & Shipping		282.95	769.68
5751 · Printing		406.50	0.00
5801 · Publicity/Advertising	1,091.03	3,409.10	3,608.14
5850 · Capital Expenses		0.00	2,900.00
5901 · Bank & Credit Card Fees	308.79	2,912.60	3,406.99
5902 · Interest		0.00	-0.56
6500 · Payroll	5,216.94	45,850.84	50,972.36
6561 · Gallery use expense		0.00	229.41
7500 · Other personnel expenses		0.00	100.00
8300 · Promotion and Travel		388.52	475.00
8401 · Training		87.00	275.90
Total Expense	<u>11,380.05</u>	<u>82,145.84</u>	<u>102,301.40</u>
Net Ordinary Income	-1,150.63	10,681.16	3,981.72

Lyme Art Association
Treasurer's Report for May 2020 Board Meeting
 January through April 2020

	Budget
Ordinary Income/Expense	
Income	
4002 · Membership - Dues	14,800.00
4003 · Entry Fees	14,100.00
4004 · Donations	20,670.00
4004.10 · Fundraising Events	2,800.00
4005 · Exhibition Rental	2,700.00
4005.5 · Facility Rental	2,500.00
4006 · Misc Sales	600.00
4007 · Education	20,505.00
4009 · Commissions - Sales of Artwork	14,000.00
4100 · Grants	5,600.00
4200 · Interest & Dividends	7,000.00
Total Income	105,275.00
Gross Profit	105,275.00
Expense	
5000 · Education -Class Expense	3,900.00
5200 · Professional Services	4,500.00
5300 · Utilities	5,650.00
5401 · Maintenance-Cleaning	1,780.00
5402 · Maintenance	2,800.00
5404 · Grounds	5,000.00
5451 · Office	3,070.00
5453 · Miscellaneous	400.00
5461 · Fund Raising	750.00
5650 · Insurance	8,200.00
5701 · Exhibits	6,585.00
5725 · Postage & Shipping	730.00
5751 · Printing	0.00
5801 · Publicity/Advertising	3,500.00
5850 · Capital Expenses	3,500.00
5901 · Bank & Credit Card Fees	3,410.00
5902 · Interest	0.00
6500 · Payroll	55,690.00
6561 · Gallery use expense	230.00
7500 · Other personnel expenses	0.00
8300 · Promotion and Travel	800.00
8401 · Training	300.00
Total Expense	110,795.00
Net Ordinary Income	-5,520.00