



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

**Agenda**  
**BOARD OF DIRECTORS MEETING**  
**April 21, 2021, 4:00 pm, by videoconference**

<b>Call to Order</b>	Harley Bartlett
<b>March Meeting Minutes Review and Approval</b>	Harley Bartlett
<b>Director's Report/Centennial</b>	Laurie Pavlos
<b>Treasurer's Report</b>	Paul Sellier
<b>Gallery Report</b>	Jocelyn Zallinger
<b>APEC Report</b>	Joan Wallace
<b>Archive Committee Report</b>	Carrie Walters
<b>Newsletter Committee</b>	Kathy Simmons
<b>Education and Activities</b>	Mary Mellot
<b>Development Report</b>	Elsbeth Dowd
<b>Building and Grounds Report</b> Update on Capital Project planning	Paul Sellier
<b>Nominating Committee</b>	Kathy Simmons

**Other Business**

**Adjournment of Meeting**

Next meeting, Wednesday, May 19, 2021, 4:00 pm.



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## BOARD OF DIRECTORS MEETING

APRIL 22, 2021 By Videoconference

**Board Member Present:** David Moore, Michael Centrella, Sarah Stifler Lucas, Harley Bartlett, Lisa Defilippo, Kim Sapia, Mary Mellot, Paul Sellier, Caroline Walters, Joan Wallace, Maura Cochran, Debbi Goodman, Serena Bates, Beverly Schirmeier and Kathy Simmons.

**Members Absent:** Jay Berryman

**Staff Present:** Laurie Pavlos, Elsbeth Dowd and Ann Chan

**Call to Order:** Harley called the meeting to order at 4:00.

**Minutes Review and Approval:** David made a motion to accept the March 2021 minutes. Paul seconded, all in favor, motion carried.

**Executive Director's Report:** Laurie stated that she had a meeting with the executive director of the Lyme Art Academy, Mora Rowe, Jordan Sokol, the artistic director, and his wife Amya Gurpide, to discuss how to keep our programs from overlapping. The Old Lyme Economic Development Commission has started an Art Economy subcommittee, which Laurie is part of. They are trying to market all the cultural aspects of Old Lyme for the economic benefit of the town. They are looking to the State to perhaps become designated as a cultural district. The Nip the Knotweed group, with leader Suzanne Thompson, will be cutting down our knotweed again this year. Suzanne is a huge promoter and will be lecturing about our partnership with the volunteer group at the library today. As far as the Covid restrictions go, Laurie is meeting with Becky Beaulieu, the executive director at the Florence Griswold Museum to see how they are going to proceed with the governor's lifting of restrictions come May 19. The board discussed and approved and agreed that Laurie could proceed with following closely whatever the Florence Griswold does, as long as our staff is safe and comfortable with whatever protocols are put in place. Finally, the centennial committee will be meeting tomorrow, so nothing to report on that just yet.

**Treasurer's Report:** Paul reported that we are operating close to budget. The Paycheck Protection Program will play a big part in getting us through the year. The treasurer's report is attached.

On the Investment side, we have a current balance of \$990,000 in our portfolio.

**Gallery Report:** Jocelyn was away, so Laurie gave her report. Sales have picked up from February and March. Expanding Visions has been very well received. The Mile Brook gallery downstairs is opened again. Inspiration Plein Air Paint Outs have been scheduled for weekends in May and June and details can be found on the website. Ships to Shore submissions have started to come in, those entries close on May 6.

**APEC Report:** Joan reported that the committee met on the 14th and started working on the 2022 schedule. Joan said that both the Connecticut Pastel Society and the Catherine Lorillard Wolf Art Club (CLWAC) had wanted to rent gallery space at the same time, in November, and that would leave less space for our members' work. Laurie and Jocelyn may have come up with a solution to the problem, in which we schedule 7 shows instead of 6. So, Joan will present that to the committee at next month's meeting and thinks they will accept that solution. The committee also discussed having the works submitted in person again versus online. After going over the pros and cons from board members, Joan will go back to the committee with the board's input, and they will try to come up with new prospectus guidelines for any future online entries. Laurie added, if any APEC members knew of anyone who would like to sponsor an award, that is a sponsorship opportunity.

**Archive Committee Report:** Carrie reported the committee has a lot of material and now they must decide what to include. The focus is going to be on the building as it is the anniversary of The Building. They have another meeting tomorrow. They are going to start at the beginning but want to end with fundraising for the future efforts of the building.

**Newsletter Committee:** Kathy reported the newsletter will come out digitally twice a year, but the committee had lots of ideas for articles for social media that can be put on the website in between newsletter editions. Kathy reminded the board that they also can send in material for the newsletter. The newsletter can also be printed out so we can have some for visitors to the gallery. The email for online submissions is: [newsletter@lymeartassociation.org](mailto:newsletter@lymeartassociation.org). Sarah's article about Jim Laurino's frames will be done by this weekend.

**Education and Activities:** Mary reported that Stapleton Kearns is going to do a demonstration, outdoors at the LAA on May 18th. He is a juror for the Hudson Valley Art Association. Registration for that demo is \$10, online. The David Dunlop workshop is full. The Park/Miceli and Karen Israel workshops still have spaces. Nancy Gladwell is going to do a Pastel class in the fall. Maura gave an update on her Monday Plein air group. If you would like to get on Maura's list for details of the upcoming Plein Air sessions, email her.

**Development:** Elsbeth reported that thanks to Paul and Steve we have found a Contributing sponsor for the marine show; it will be UBS. We have submitted a grant to The Community Foundation of Middlesex County, who now manages the Guilford Savings Bank grant applications, hopefully to fund our centennial celebration. Thank you to the Mergys for their continued support to our High School scholarship. Palate to Palette meets on Friday, so far there has been a positive feedback from the restaurants. Elsbeth will draft new sponsorship opportunities and send it to board members to ask for P2P, exhibit or other sponsorships. Laurie said that Essex Savings Bank will be giving us \$5,000 from an unexpected banking grant. Let Elsbeth know if you are thinking of someone for sponsorship before approaching them, so there is no overlapping.

**Building and Grounds:** Paul stated that there is slow but positive progress on the capital project. We are waiting for reimbursement from SHPO for the first planning grant and working on the next planning grant. For the next phase, Point One Architects will be completing the detailed plans and specifications to be put out to bid for the first phase of renovations, the laylights, skylights, and roof. Elsbeth said a grant we are applying for from SHPO for is \$20,000 for architectural work. Next winter Elsbeth says LAA can apply for a grant from the CT Health and Education Facilities, for capital projects that can fund up to

\$75,000. Paul commented that we should decide if we are going to continue with SHPO as it is \$100,000 ongoing, yearly, but they move very slowly. Paul said the committee is also investigating government funds that may be available to us for this project.

**Nominating Committee:** Kathy said there are three board members at their term limits this year. These three are non-artists and she thinks they should be refilled with non-artists. Kathy is challenging board members to recruit replacements. She will put together a guide for frequently asked questions and board member requirements, to help with this request. Laurie thinks we should particularly look for members from Old Lyme and the local area.

**Other Business:** Laurie stated that LAA will be applying for our next Survey and Planning grant to pay for the preparation of plans and specs for the Capital Project work. The grant application requires a certified board resolution. So, the board was asked to vote on the following resolution:

**RESOLVED, that Laurie Pavlos, who is the Executive Director of this corporation, is empowered to execute and deliver in the name and on behalf of this corporation a certain contract with the State of Connecticut, Department of Economic and Community Development, and to affix the corporate seal, if any.**

Maura made a motion to approve the resolution, Beverly seconded, all in favor. Motion passed.

Michael Centrella will come by this week to certify the motion.

**Adjournment of Meeting:** Harley asked for a motion to adjourn. Michael made a motion for adjournment. Beverly seconded. All in favor. Motion passed. Meeting adjourned at 5:30.

*The next meeting is Wednesday May 19,2021 at 4 pm.*

	Actual		Difference	March 2021			March 2021 Year To Date		
	Mar 21	Mar 20		Actual	Budget	Difference	Actual	Budget	Diff
	Income								
4002 · Membership - Dues	9,635	10,696	(1,061)	9,635	7,500	2,135	14,427	11,500	2,927
4003 · Entry Fees	4,980	5,630	(650)	4,980	7,000	(2,020)	7,010	10,000	(2,990)
4004 · Donations	2,649	2,944	(295)	2,649	1,450	1,199	13,382	9,350	4,032
4004.10 · Fundraising Events	0	840	(840)	0	0	0	375	0	375
4005.5 · Facility Rental	0	650	(650)	0	0	0	0	0	0
4007 · Education	1,540	3,405	(1,865)	1,540	0	1,540	4,115	0	4,115
4009 · Commissions - Sale of Artwork	1,255	263	992	1,255	3,000	(1,745)	11,225	9,100	2,125
4011 · In Kind Donations	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0
4100 · Grants	1,046	1,000	46	1,046	0	1,046	5,046	2,000	3,046
4200 · Interest & Dividends	3,020	1,751	1,269	3,020	1,500	1,520	4,770	4,500	270
Income From Operations	<b>25,125</b>	<b>27,179</b>	<b>(2,054)</b>	<b>25,125</b>	<b>21,450</b>	<b>3,675</b>	<b>61,350</b>	<b>47,450</b>	<b>13,900</b>
Paycheck Protection Grant	0	0	0	0	0	0	30,838	32,000	(1,162)
Total Operating Income	<b>25,125</b>	<b>27,179</b>	<b>(2,054)</b>	<b>25,125</b>	<b>21,450</b>	<b>3,675</b>	<b>92,188</b>	<b>79,450</b>	<b>12,738</b>

	Actual		Difference	March 2021			March 2021 Year To Date		
	Mar 21	Mar 20		Actual	Budget	Difference	Actual	Budget	Diff
	Expenses								
5000 · Education -Class Expense	0	347	(347)	0	0	0	0	0	0
5200 · Professional Services	0	37	(37)	0	3,000	(3,000)	2,500	3,000	(500)
5300 · Utilities	1,102	1,966	(864)	1,102	1,360	(258)	2,802	4,060	(1,258)
5401 · Maintenance-Cleaning	0	0	0	0	400	(400)	0	1,200	(1,200)
5402 · Maintenance	45	44	1	45	500	(455)	577	1,500	(923)
5404 · Grounds	1,534	162	1,372	1,534	500	1,034	2,834	1,000	1,834
5451 · Office	665	593	72	665	550	115	1,421	1,650	(229)
5453 · Miscellaneous	0	0	0	0	500	(500)	135	1,000	(865)
5650 · Insurance	113	493	(380)	113	0	113	6,418	6,500	(82)
5701-2 · Entry Fee Expense	(10)	0	(10)	(10)	0	(10)	(10)	0	(10)
5701 · Exhibits	2,154	2,885	(731)	2,154	1,550	604	4,328	4,650	(322)
5725 · Postage & Shipping	220	283	(63)	220	250	(30)	607	750	(143)
5751 · Printing	413	407	6	413	0	413	413	0	413
5801 · Publicity/Advertising	1,872	582	1,290	1,872	700	1,172	2,698	1,900	798
5802 · In Kind Expenses	1,000	0	1,000	1,000	1,000	0	1,000	1,000	0
5901 · Bank & Credit Card Fees	734	573	161	734	750	(16)	2,620	2,500	120
6500 · Payroll	12,645	11,288	1,357	12,645	12,500	145	35,851	39,500	(3,649)
8300 · Promotion and Travel	0	0	0	0	0	0	192	400	(208)
8401 · Training	0	87	(87)	0	250	(250)	15	250	(235)
Total Expenses	<b>22,487</b>	<b>19,747</b>	<b>2,740</b>	<b>22,487</b>	<b>23,810</b>	<b>(1,323)</b>	<b>64,401</b>	<b>70,860</b>	<b>(6,459)</b>
Net Income - Operations	<b>2,638</b>	<b>7,432</b>	<b>(4,794)</b>	<b>2,638</b>	<b>(2,360)</b>	<b>4,998</b>	<b>27,787</b>	<b>8,590</b>	<b>19,197</b>

Net Income Excluding PPP (3,051) (23,410) 20,359

**Gross Sales  
Month**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Gross Sales
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	\$23,688	\$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	\$18,885	\$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	\$6,193	\$18,082	\$5,065	\$29,498	\$162,237
2020	\$29,361	\$4,865	\$750	\$3,795	\$1,400	\$7,965	\$15,156	\$11,973	\$8,335	\$18,313	\$23,074	\$17,885	\$142,872
2021	\$14,131	\$8,031											\$22,162

**Total Pieces Sold**

**Month**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Total Pieces
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	25	223
2019	14	18	16	13	22	19	18	12	11	26	8	55	232
2020	34	6	2	3	3	9	13	11	8	33	41	43	206
2021	29	11											37

**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
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	\$84,858	\$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	\$51,540	\$63,086	\$87,438	\$93,399	\$99,592	\$117,674	\$122,739	\$152,237	\$152,237
2020	\$29,361	\$34,226	\$34,976	\$38,771	\$40,171	\$48,136	\$63,292	\$75,265	\$83,600	\$101,913	\$124,987	\$142,872	\$142,872
2021	\$14,131	\$20,944											