



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

Agenda
BOARD OF DIRECTORS MEETING
June 16, 4:00 pm

Written reports will all be distributed prior to the meeting. No verbal reports will be made, but questions will be answered.

Call to Order	Harley Bartlett
May Meeting Minutes Review and Approval	Harley Bartlett
Director's Report	Laurie Pavlos
Treasurer's Report Investment Report	Paul Sellier
Gallery Report	Jocelyn Zallinger
Education and Activities	Laurie Pavlos
Development Report	Elsbeth Dowd
Nominating Committee	Kathy Simmons

Second Century Capital Campaign Presentation and Discussion

Other Business

Adjournment of Meeting

Next meeting, Wednesday, July 21, 2021, 4:00 pm.



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BOARD OF DIRECTORS MEETING

June 16, 2021

Board Members Present: David Moore, Harley Bartlett, Beverly Schirmeier, Michael Centrella, Paul Sellier, Kathy Simmons, Maura Cochran, Joan Wallace, Sara Lucas, Debbi Goodman and Kim Sapia.

Members Absent: Carrie Walters, Serena Bates, Mary Mellot, Lisa DeFilippo and Jay Berryman.

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

Call to Order: Meeting called to order at 4:01 by Harley.

Minutes Review and Approval: There was no discussion of the May minutes. Kathy moved to accept the minutes as written. David seconded. All were in favor and the motion passed.

Executive Director's Report: All reports were sent out prior to the meeting. Laurie noted that the time for the closing reception for the HVAA and Marine shows was now altered. A list of volunteers needed for the Centennial celebration day was also in the updated report. Laurie hopes that everyone on the board will volunteer to help in some way on Centennial day. Harley seconded the request. Laurie anticipated questions from the public about when the next opening reception will be and offered an effective answer. That is, the next opening reception is **October 1, 2021**. The Centennial Frolic, on August 7th is rather a fundraiser for the capital campaign. Guests will be asked to make a donation to attend the Frolic. [POST MEETING NOTE – DUE TO A CONFLICT WITH AN EVENT RENTAL, THE NEXT OPENING RECEPTION WILL INSTEAD BE ON SUNDAY, SEPTEMBER 26th from 2 – 4 pm.]

Treasurer's Report: Paul reviewed the treasurer's report, noting that in the absence of PPP funds during the last two years, we would be at a breakeven point. Education programs will pick up this fall and Palate to Palette will occur in October. Michael asked about the intended use of end of year net gains. Paul explained that part will distribute to the unrestricted endowment and/or the Capital Campaign.

The Investment Committee Report was sent to board before meeting. No questions or comments were made.

Gallery Report: The only comments added to Jocelyn's pre-meeting report regarded solo shows, such as the one Zufar Bibkov currently has in the Mile Brook gallery, which was part of his first-place award in the 2019 New England Landscape show. Polly Seip will have a solo show by the end of this year in recognition of her 2019 Associate Artist show award. Maura asked about limiting the numbers of acceptances for each artist when gallery space is rented to other organizations and wall space for LAA artists is limited. After discussion it was decided to bring the subject up to the Artistic Policy and Exhibitions Committee (APEC).

APEC: Jocelyn stated that APEC did not meet in June. The Associate Artists will meet at Rocky Neck State Park next week on June 21st. The 2022 exhibitions calendar is attached.

Education and Activities: Laurie said that there was only one addition to her printed report: Harley Bartlett will be teaching Portrait painting on Thursday afternoons. Laurie also noted that Peter VanDyke is teaching an urban landscape workshop in New London.

Development Report: Elsbeth's report was sent out prior to the meeting. There were no questions.

Nominating Committee: Kathy said that everyone had information in their packet about Erin Schaaf. Kim spoke positively about Erin and her relevant experience. Kathy moved to appoint Erin to the board now and to present her appointment to the membership at the annual meeting in October. All voted in favor and the motion passed.

Second Century Capital Campaign Presentation: Kathy designed and Laurie presented folders that contain pamphlets to prompt and support a conversation with potential Capital Campaign donors. Laurie went over the donor form and the feasibility study by Point One Architects. Elsbeth went over the overview of the Skylight-Laylight project. Elsbeth asked for 100% board participation in the campaign, noting that the whole staff has already contributed to the Skylight project. Elsbeth will send the board a follow up email asking for their pledges so we can tell grant agencies, artists, members and donors that our board and staff are 100% invested in this effort. Paul explained all the parts of the feasibility study, and that his cost estimates are higher due to demolition, insurance, permit and labor expenses. Laurie, Elsbeth and Paul last week submitted a congressional grant for financial assistance. Discussion shifted to the board matching a certain amount of donations as an incentive to get donations quickly. Elsbeth will follow up with the board immediately to get the board commitment to a pledge amount. Laurie explained that donors to the Capital Campaign will be invited to the Centennial Day celebration on August 7th.

Other Business: Maura read an email from the Lyme Art Academy of Fine Arts inviting all the members of the board to an opening reception Sculpting Showcase tonight from 5-7 pm.

Adjournment: David moved to adjourn, seconded by Sara. All were in favor and Harley closed the meeting at 5:19 p.m.

The next meeting will be on Wednesday, July 21 at 4 pm, at the LAA

Lyme Art Association
Director's Report – June 2021

Centennial Day preparations are coming along, but we need more volunteers for each of the events:

- Tea Day
 - Photo Booth: Del and Kristen Bach
 - Children's Crafts: Jacquie and Emma Bartlett
 - Food Serving:
 - Historical interpreters: Kathy Simmons, Pat Trapp, Anne Czepiel
 - Parking
 - Where needed: Janis Romanovski, Catherine Mathis, Nina Ritson,
 - Wet Paint on Lyme Street
 - Coordinating committee: Maura Cochran, Laura Lofstad,
 - Receiving (artists will drop their work off quickly before parking at FGM)
 - Centennial Frolic
 - Food Prep
 - Reception
 - Food Service
 - Beverage Service
 - Volunteers: Shau-Wen Sokol, Janis Romanovski, Dee Johnson
-

RE: OPENING RECEPTIONS: Our next "normal" opening reception will be October 1 for the Elected Artist Show and Hello Yellow. There will be a closing reception for the current exhibitions on July 22: 5 – 7 for the Marine Show, 6 – 8 for HVAA. This will be announced via the e-newsletter.

There is a FUNDRAISER FOR THE SECOND CENTURY SKYLIGHT PROJECT on August 7. It is called the Centennial Frolic. To go to that event you have to make a donation to the Capital Campaign.

Studio education continues to firm up for the fall. Weekdays are now full with the exception of Tuesday and Wednesday afternoons.

Sara Nebel has been calling artists who have expressed an interest in teaching, lecturing, or hosting painting groups. She asks what they are interested in doing, explaining our studio rental policy, etc. She passes the information to me to complete the coordination. This is working well, though currently my role causes a bottleneck.

The newsletter is getting rave reviews – many thanks to Kathy, Harley and the newsletter committee.

Elsbeth, Paul and I met with Representative Courtney's staff to discuss funding possibilities for the capital project. They connected us to Senator Murphy's staff, and the next day Elsbeth and I submitted a request for funding for the entire Capital Project through the National Park Service's Office of Historic Preservation. This seems a long shot, but since we only had one day to prepare the request, it was a small investment for what could be a great payoff.

As predicted, this is a very busy time for the Association. Staff is working very hard to keep all the projects moving forward.

	05/31/21			Actual			May 2021 Year To Date		
	Actual	Budget	Diff	5/31/21	5/31/20	Diff	ACTUAL	BUDGET	Diff
Income									
4002 · Membership - Dues	1,980	1,000	980	1,980	1,020	960	18,747	16,150	2,597
4003 · Entry Fees	4,523	0	4,523	4,523	1,085	3,438	12,653	11,000	1,653
4004 · Donations	2,338	7,700	-5,364	2,336	4,109	-1,773	16,027	27,750	-11,723
4004.10 · Fundraising Events	11,500	0	11,500	11,500	0	11,500	11,875	0	11,875
4005 · Exhibition Rental	1,265	0	1,265	1,265	2,700	-1,435	5,665	0	5,665
4005.5 · Facility Rental	1,750	0	1,750	1,750	0	1,750	1,750	0	1,750
4006 · Misc Sales	0	50	-50	0	0	0	0	50	-50
4007 · Education	29	0	29	29	-4,200	4,229	6,334	0	6,334
4009 · Commissions - Sale of Artwork	6,071	4,000	2,071	6,071	475	5,596	19,772	17,600	2,172
4100 · Grants	0	0	0	0	0	0	5,046	6,000	-954
4200 · Investment Income	2,389	1,500	889	2,389	1,751	639	7,715	7,500	215
Total Income	31,843	14,250	17,593	31,843	6,940	24,903	105,584	86,050	19,534
Paycheck Protection Grant (PPP)	0	0	0	0	0	0	30,838	32,000	-1,162
Gross Profit	31,843	14,250	17,593	31,843	6,940	24,903	136,422	118,050	18,372
5000 · Education -Class Expense	0	500	-500	0	0	0	0	500	-500
5200 · Professional Services	0	0	0	0	37	-37	2,500	3,000	-500
5300 · Utilities	527	1,610	-1,083	527	644	-117	4,208	7,380	-3,172
5401 · Maintenance-Cleaning	0	400	-400	0	0	0	0	2,000	-2,000
5402 · Maintenance	433	750	-317	433	42	391	1,055	2,750	-1,695
5404 · Grounds	941	750	191	941	0	941	3,775	2,250	1,525
5451 · Office	171	550	-379	171	483	-312	1,616	2,750	-1,134
5461 · Fund Raising	0	0	0	0	0	0	0	750	-750
5453 · Miscellaneous	0	0	0	0	0	0	136	1,000	-865
5650 · Insurance	0	0	0	0	0	0	8,547	9,500	-953
5701 · Exhibits	531	1,000	-469	531	166	365	4,849	1,000	3,849
5725 · Postage & Shipping	165	250	-85	165	0	165	772	6,450	-5,678
5751 · Printing	0	0	0	0	0	0	413	1,000	-588
5801 · Publicity/Advertising	101	1,000	-899	101	101	0	3,164	2,900	264
5850 · Capital Expenses	0	5,000	-5,000	0	0	0	0	7,000	-7,000
5901 · Bank & Credit Card Fees	726	750	-24	726	401	324	3,664	4,000	-336
6500 · Payroll	12,703	12,500	203	12,703	10,904	1,798	60,391	64,500	-4,109
6800a · Scholarships	0	1,500	-1,500	0	1,500	-1,500	0	1,500	-1,500
8300 · Promotion and Travel	0	0	0	0	0	0	278	400	-122
8401 · Training	0	0	0	0	0	0	15	500	-485
Total Expense	16,297	26,560	-10,263	16,297	14,279	2,018	95,381	121,130	-25,748
Net Operating Income	15,546	-12,310	27,856	15,546	-7,339	22,885	41,041	-3,080	44,121
Net Income Excluding PPP							10,203	-35,080	45,283

**Lyme Art Association
Investment Committee Report
April 2021**

The first quarter of 2021 was one of transition for the LAA investment portfolio. The switch from Sky Investment group as our investment advisors to the Arch Group at UBS was completed. The individual equities in the portfolio accounts were sold and reinvested in a selected variety of funds based on our investment policy statement and goals.

The funds include large, mid and small cap holding as well as International developed and emerging funds

Bonds were maintained as part of the fixed income portion of the portfolio of 30%.

The total portfolio value as of April 15, was \$985,506. We are using Feb. 9 as the inception date for the portfolio when analyzing performance and income because that was when the transition to funds from individual equities was completed. From 2/9 to 4/15, performance was equal to the comparable indexes such as the S&P 500. During this next quarter, we should be able to evaluate the performance and income more accurately.

Projected income is \$21,339 which is essentially the same as before the transition. The conservative budget figure of \$18,000 will likely be exceeded but we were unsure of the impact the transition would have when the budget was finalized.

We will go into greater detail in subsequent reports as we have more established data to analyze. We had an hour long discussion with UBS to review the reporting they provided to gain a clear understanding of how it was developed and determined that it addressed all our needs for information.

Submitted by:
Steven A Ross, Investment Committee Chairman
Paul Sellier, LAA Treasurer
Michael Centrella, LAA Secretary

6/16/2021 Gallery Report

The post pandemic atmosphere is the gallery is celebratory. The season has brought some very busy weekends and lots of gallery activity.

As you can see from the accompanying gallery sales spreadsheet, our sales have picked up and we are back in business!

The HVAA exhibition is wonderful, as always, and Russell Jinishian did a fabulous job selecting the Marine show, *Ship to Shore*. There are a variety of styles, mediums and price points and we have sold 17 pieces from the show thus far. Zufar Bikbov's solo show in the *Mille Brook Gallery* is a perfect addition to the two shows in the main galleries and a great way to reopen the downstairs space.

There will be a Closing Reception for the *Ship to Shore*, The HVAA show and Zufar's solo show on Thu. July 22nd from 5 - 7pm.

Submissions for *Century of Inspiration*, our Anniversary Show is now on line and will be up until July 15th.

6/16/2021 APEC Report

APEC Elected Artist subcommittee did not meet in June. The APEC Associate Artist Subcommittee met and finalized plans for a special Associate Artist get-together at Rocky Neck State Park next week on June 21st.

A draft for the 2022 exhibition calendar is attached.

The next APEC EA subcommittee will meet on July 7th.



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EXHIBITION CALENDAR 2022

1. Jan. 14 – Feb 24

First Impressions & Congratulations, associate members only & new elected artists

2. March 4 - April 14

FOUR Acts - all members

1. *Wanderlust, The Artist's Travels*
2. *Black and White*
3. *Renewal: Visions of Spring*
4. *A Sporting Vision*

3. April 22 - June 2

Expanding Visions - all members
HVAA rental? (2 galleries)

4. June 10 - Aug. 4

Ship to Shore - all members
Ct Pastel Society rental (2 galleries)

5. Aug. 12 - Sept 22

Elected Artist elected artist members only

6. Sept 30 - Nov 10

NE Landscape all members
CLW rental (1 gallery)

7. Nov. 18 - Jan. 1, 2023

Deck the Walls, all members

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	\$15,566	\$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	\$6,193	\$18,082	\$5,065	\$29,498	\$152,237
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	\$3,443	\$6,899	\$27,193	\$11,305							\$71,877

Total Pieces Sold

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	10	19	32	11							112

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	\$22,162	\$25,605	\$32,504	\$59,697	\$71,877							\$71,877

Lyme Art Association

June 2021 Education Report

SUMMER PROGRAMMING

Painting groups: landscape: Maura Cochran, Figure: Mary Mellot on Monday, Joann Ballinger on Thursday, Patrice Petricone Figure on Fridays

Instructional Classes: Landscape: Hollis Dunlap, Lisa Miceli and Howard Park

Workshops: Oil and Water took place in May. There were 9 students. LAA made \$831

Landscape with David Dunlop in June. This will make \$2,925

The Sky's the Limit: Karen Israel. Seems it will be a small workshop, not much income.

FALL PROGRAMMING

Day and Time	Course	Instructor	
Mon AM	Pastel Painting	Nancy Gladwell	9/12 – 11/22 (not 10/18)
Mon PM	(Mary Mellot)	Monitored Clothed Figure	
Mon Evening	Park and Miceli	Oil and Water Landscape en Studio	Beginning 9/12
Tues AM	Jackie Jones	Oil Painting for beginners	
Tues PM			
Wed AM	Jeanne Potter	Watercolor then Drawing	
Wed PM			
Thurs AM	Joann Ballinger	Art Is! Monitored short pose	
Thurs PM	Harley Bartlett	Landscape in studio	
Fri AM	Eileen Eder	Contemp Still life oil	
Fri PM	Eileen Eder	Contemp Still life extended	

Fall Workshop Possibilities:

Peter Van Dyke: Urban Landscape

Christopher Zhang: Figure or Portrait

Katherine Speranza: Painting the Rose

John Traynor

Harley Bartlett and T M Nichols – 3 day city/rural/studio combination

Fall Lectures – dates to be set:

Rick Daskam - Monhegan

Zufar Bikbov – Russian Art

Barbara Lussier (artist and her process – the farm!)

Jim Laurino (artist and his process)

Lyme Art Association Development Report

June 10, 2021

Submitted by **Elsbeth Dowd**, Development Manager

Annual fund

- \$33,686 to date

Palate to Palette

- Everything is coming along. We have already received generous pledges and support from prior year's sponsors.
- The boards for the silent auction are in and ready for distribution to the artists.
- Del will have a painting featured on the invitation
- Look for an electronic save-the-date in July and an invitation the first week of September. If you want to contribute as a patron or higher level sponsor, you can secure your reservations early.

Grants

- Submitted, awaiting decision:
 - Planning Grant to the State Historic Preservation Office (decision in June)
 - Community Foundation of Middlesex County/Guilford Savings Bank (decision June 22)
- Upcoming submissions:
 - CT Office of the Arts Supporting Arts Grant FY22 (Due late June)
- Exploring opportunities:
 - Save America's Treasures grant for capital projects
 - CHEFA (Connecticut Health and Education Facilities Authority) grant for capital projects

Sponsorships

- Ted Almy, ARCH Group, UBS Financial Services Inc. sponsoring the Ship to Shore at the Contributing level
- Chelsea Groton sponsoring the Elected Artist exhibit at the Supporting level.
- Suisman Shapiro sponsoring Centennial Day at Contributing level

Thank you so much to all our supporters for your contributions of time and resources!

Lyme Art Association
Nominating Committee
June 2021

For consideration:

Erin Schaaf

An innovative, creative thinker with a background in events, administration and design. With years spent at Mark Finlay Architects in Southport CT, organizing nonprofit events for The Kennedy Center and Administration with Bain Capital start-up LogicSource, Erin Schaaf resides in Old Lyme with her two young boys and husband Ted. Erin holds a BA in art history from Villanova University complemented by years of art related travel, studies abroad and curatorial, restoration and design experiences.

A resident of Old Lyme for 8 years, she is a devoted, active volunteer with High Hopes Therapeutic Riding, and Chair and committee member with the June Gala fundraiser for the past 6 years. Erin has been involved with LAA as a committee member for Palate to Palette for the past 3 years and is active within the community via the schools, sports and LYSB. She enjoys the outdoors, cooking, paddle tennis, golf, museums, the beach and going on big and small adventures with her sons, Teddy 7 and Turner 3, husband and golden retriever Milly.