



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

**Agenda**  
**BOARD OF DIRECTORS MEETING**  
**September, 15, 2021, 4:00 pm**

<b>Call to Order</b>	Michael Centrella
<b>August Meeting Minutes Review and Approval*</b>	Michael Centrella
<b>Director's Report</b>	Laurie Pavlos
<b>Treasurer's Report</b>	Paul Sellier
<b>Gallery Report</b>	Jocelyn Zallinger
<b>APEC Report</b>	Jocelyn Zallinger
<b>Governance - Bylaws Change*</b>	Laurie Pavlos
<b>Development Report</b>	Elsbeth Dowd
<b>Building and Grounds Report</b>	Paul Sellier
<b>Nominations Report and board slate*</b>	Kathy Simmons
<b>Other Business</b>	
<b>Adjournment of Meeting*</b>	

Next meeting, Annual Meeting: October 13, 2021, 5:30 pm.



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## BOARD OF DIRECTORS MEETING

September 15, 2021

**Board Members Present:** Sarah Lucas, Debbi Goodman, Jay Berryman, Michael Centrella, Joan Wallace, Carrie Walters, Mary Mellot, Kim Sapia, Erin Schaaf, Katherine Simmons, and Paul Sellier.

**Members Absent:** David Moore, Harley Bartlett, Beverly Schirmeier, Serena Bates, Maura Cochran, Lisa DeFilippo,

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

**Call to Order, President's Remarks:** Michael called the meeting to order at 4:01 pm

**August 2021 Meeting Minutes Review and Approval:** Kathy asked that the Nomination report be corrected to state we are NOT looking for any more Elected Artists right now to fill the slots and to correct a typo in her name. Paul asked that the Treasure's report state that we are running substantially better for all line items. Michael made a request for a motion. Sarah made the motion to accept the minutes with the corrections and additions. Jay seconded, all approved, the minutes passed unanimously.

**Director's Report:** Laurie started by saying that there was no APEC meeting last month, so there is nothing to report there. Most classes are running, and most are at increased capacity. Many instructors have asked students for proof of vaccination. Some students and one workshop instructor have withdrawn due to continuing concerns regarding COVID. Lectures have started. Barbara Lussier was the first of five lectures and about 25 people attended. The lecture was recorded and put on our website. Sara Drought Nebel did a great job of setting up our fall lecture series. There are two outdoor workshops coming up that still have available spaces in them but they look like they will run. While Laurie was on vacation the association's PayPal account had a breach. No customers' or members' information was at risk, but we had some funds stolen and worked with PayPal to recover the money and then to increase our security. This fall the office will review computer security and back-up practices. Most of the staff were able to take off during the summer even though it was a very busy time. Michael asked if we have enough staff to cover when employees are away. Paul and Laurie answered that has never been an issue.

**Treasurer's Report:** Paul noted that entry fees look low compared to the budget, but that is a timing issue that will straighten out and entries fees should show up in September. Utilities looks light, because the Eversource payment wasn't processed when the report was run. It is more like \$1,200 which is still below budget. Exhibit expenses reflect Centennial Day expenses which had not been budgeted. Year to date we are doing well. The \$36,000 income from operations includes \$31,000 from the Paycheck Protection Program (PPP), which will not be available next year.

**Gallery Report:** Jocelyn said we had the best 4 months, May through August, that we have had in the past 8 years. We sold 33 pieces in August, 18 pieces from the *Century of Inspiration* show. The new show, the *Elected Artist* show and the all member show *Hello Yellow* show will open the 24th and the opening

reception will be Sunday, September 26<sup>th</sup>. We are back to in person drop off and jurying. There are 5 candidates for Elected Artist downstairs for Elected Artists to vote on.

**Governance and Bylaws Change:** Laurie said that the Strategic Planning process revised the wording of the mission, though not the meaning of the mission itself. The current wording is vague on what it means to support representational art, and the Strategic Planning Committee came up with more useful language. We have to bring it before the members at the annual meeting for a vote and then submit it to the State. Laurie then read the new mission statement as was sent out to the board prior to the meeting. Laurie said she would send it out to the Voting Members in a few days along with the board slate for the upcoming meeting. Carrie made a motion to accept the mission statement change as proposed by the Strategic Planning Committee. Paul seconded, all voted in favor. Motion passed.

**Development:** Elsbeth stated the **Save the Skylights** campaign is going very well. She has asked some of the board members to make some personal calls to thank donors who have donated \$250 and above. About \$193,000 that has been pledged or received to date, including a \$50,000 gift and additional \$50,000 pledge. We have many first-time donors. We will start our next major appeal in November. Palette to Palette is coming up. We are going to ask for a form prior to the event stating that guests are vaccinated or have had a negative Covid test in the last 72 hours and that they be prepared to supply proof. This is necessary as we may need people to be able to eat and drink inside, depending on the weather for the evening. We will also ask that masks are still encouraged when possible. The invitations are all printed and will be going out very soon. We have approximately \$30,000 committed in sponsorships so far which is a little down from \$35,000 in 2019. Erin brought up the issue of the timing of the invitation mailing versus people who will make reservations online. Elsbeth said that was a good point and she will discuss with the committee prior to sending out the invitations.

**Building and Grounds:** Paul noted that we have some driveway work to do from the heavy rains. We are in the process of getting some stone and that should run around \$1,000.

**Nominations Report and Board Slate:** Kathy thanked Jay for identifying a great nomination for our board slate. Our current board is comprised of roughly equal numbers of elected artists and members who are not elected artists. That's why for the next few rounds we need to find community leaders to fill the open board positions. Laurie read the resume for the new nominee MJ (Margaret Jane) DeRisio. Jay commented that he could not find enough positive things to say about MJ and emphasized that she knows a lot of local people in the area who have the capacity to assist the Association. Kathy went over the nominees for the slate. Jay made a motion that the slate be nominated as named. Carrie seconded, all voted in favor and the motion passed.

**Other Business:** Sarah wished to share her concern over the mention at the August meeting of large screens being mounted in the gallery. She objected to the idea when it was brought up and just wanted a chance to expand on those thoughts. Sarah stated that screens distract and would detract from the art in the gallery. Many voiced similar feelings that the screens would not enhance the gallery. Michael asked if anyone was for the idea, that now would be a good time to say so. No one had any more comments.

**Adjournment of Meeting:** Michael asked if there was anything else to be discussed, at which point, Kathy made the motion for adjournment, Sarah seconded, all in favor, motion accepted. Meeting adjourned at 4:52pm.

*The next meeting is the Annual Meeting on Wednesday October 20, 2021 at 5:30 pm.*

LYME ART ASSOCIATION - OPERATING ACCOUNT RESULTS

	August 2021			Actual			August Year to Date		
	Actual	Budget	Diff	Aug 21	Aug 20	Diff	Actual	Budget	Diff
<b>Revenue</b>									
4002 · Membership - Dues	645	2,275	(1,630)	645	2,215	(1,570)	27,922	25,625	2,297
4003 · Entry Fees	410	5,800	(5,390)	410	3,535	(3,125)	18,573	20,800	(2,227)
4004 · Donations	1,088	2,650	(1,562)	1,088	3,635	(2,547)	19,288	37,650	(18,362)
4004.10 · Fundraising Events	1,575	0	1,575	1,575	0	1,575	21,937	0	21,937
4005 · Exhibition Rental	0	2,500	(2,500)	0	0	0	6,665	5,000	1,665
4005.5 · Facility Rental	0	0	0	0	0	0	1,750	1,000	750
4006 · Misc Sales	234	50	184	234	0	234	234	3,050	(2,816)
4007 · Education	410	4,000	(3,590)	410	1,270	(860)	11,349	9,500	1,849
4009 · Commissions - Sale of Artwork	11,233	2,000	9,233	11,233	1,712	9,521	44,718	26,700	18,018
4100 · Grants	0	0	0	0	0	0	17,046	10,000	7,046
Paycheck Protection Program	0	0	0	0	0	0	30,828	32,000	(1,172)
4200 · Interest & Dividends	1,641	1,400	241	1,641	1,750	(109)	13,192	11,900	1,292
<b>Total Revenue</b>	<b>17,236</b>	<b>20,675</b>	<b>(3,439)</b>	<b>17,236</b>	<b>14,117</b>	<b>3,118</b>	<b>213,503</b>	<b>183,225</b>	<b>30,278</b>
<b>Expenses</b>									
5000 · Education -Class Expense	0	500	(500)	0	0	0	3,000	1,500	1,500
5200 · Professional Services	0	0	0	0	487	(487)	2,500	3,000	(500)
5300 · Utilities	332	1,610	(1,278)	332	646	(314)	7,750	12,560	(4,810)
5401 · Maintenance-Cleaning	284	400	(116)	284	703	(419)	336	3,200	(2,864)
5402 · Maintenance	50	750	(700)	50	99	(49)	1,255	5,000	(3,745)
5404 · Grounds	822	750	72	822	405	417	9,567	4,500	5,067
5451 · Office	130	500	(370)	130	372	(242)	3,325	4,300	(975)
5453 · Miscellaneous	0	0	0	0	0	0	384	750	(366)
5461 · Fund Raising	738	0	738	738	0	738	1,439	1,750	(311)
5650 · Insurance	0	0	0	0	0	0	10,306	12,000	(1,694)
5701 · Exhibits	3,173	1,000	2,173	3,173	1,929	1,244	10,740	8,550	2,190
5725 · Postage & Shipping	0	250	(250)	0	0	0	1,296	1,750	(454)
5751 · Printing	0	0	0	0	0	0	953	2,900	(1,948)
5801 · Publicity/Advertising	120	500	(380)	120	462	(342)	3,824	8,600	(4,776)
5901 · Bank & Credit Card Fees	1,104	1,500	(396)	1,104	1,011	93	8,528	7,750	778
6500 · Payroll	15,556	16,000	(444)	15,556	11,307	4,249	110,343	109,500	843
6800a · Scholarships	0	0	0	0	0	0	1,500	1,500	0
8300 · Promotion and Travel	0	0	0	0	0	0	268	400	(132)
8401 · Training	0	0	0	0	0	0	26	500	(474)
<b>Total Expense</b>	<b>22,309</b>	<b>23,760</b>	<b>(1,451)</b>	<b>22,309</b>	<b>17,419</b>	<b>4,890</b>	<b>177,337</b>	<b>190,010</b>	<b>(12,673)</b>
<b>Net Income - Operations</b>	<b>(5,073)</b>	<b>(3,085)</b>	<b>(1,988)</b>	<b>(5,073)</b>	<b>(3,302)</b>	<b>(1,772)</b>	<b>36,166</b>	<b>(6,785)</b>	<b>42,951</b>

**Gross Sales  
Month**

Year	January	February	March	April	May	June	July	August	September	October	November	December	Gross Sales
2013	\$3,975	\$250	\$4,076	\$15,565	\$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	\$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	\$25,643	\$17,481	\$20,947					\$123,843

**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	10	19	32	31	19	33					185

**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	\$85,340	102,896	\$123,843					\$123,843



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## Proposed Bylaws Change

Based on discussions during the strategic planning process completed in 2020, the board of directors proposes the following change to the Lyme Art Association bylaws in order to clarify and make more precise the mission of the Association. Following adoption at the annual meeting in October, the mission of the corporation will be revised in the State of Connecticut records.

### EXISTING

#### ARTICLE I: TITLE, DESCRIPTION, PURPOSE, & GOVERNANCE

##### Section 1 Title and Description

The Lyme Art Association, Incorporated is referred to in these bylaws as the "Association" or the "LAA". The Association is a Connecticut non-stock, non-profit, corporation, tax exempt under Section 501(c)(3) of the Internal Revenue Code. The principal office shall be in the Town of Old Lyme, Connecticut.

##### Section 2 Purpose

To advance the cause of representational Fine Arts by owning, maintaining, and preserving an historic Gallery in the Town of Old Lyme, Connecticut, holding Art Exhibitions, and conducting educational programs for the benefit of the local community and general public; and in doing so, to receive and apply funds exclusively for charitable, religious, scientific, literary, or educational purposes under Section 501 (c) (3) of The Internal Revenue Code.

### PROPOSED

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##### Section 2 Purpose

To promote and cultivate an appreciation for representational fine arts by holding art exhibitions, conducting educational programs for the benefit of its members and the greater community and by owning, maintaining, and preserving an historic building and galleries in Old Lyme, Connecticut; and in doing so, to receive and apply funds exclusively for charitable, religious, scientific, literary, or educational purposes under Section 501 (c) (3) of The Internal Revenue Code.

**Lyme Art Association Development Report**  
September 15, 2021  
Submitted by Elsbeth Dowd, Development Director

**Save the Skylights Campaign**

- \$193,043 pledged or received as of 9/15/21

**Annual fund**

- \$35,466 to date. The drive for our annual fund runs from November 1 through October 31 each year.

**Palate to Palette**

- \$30,100 committed so far in sponsorships
- Invitation going out shortly
- Requiring guests to be fully vaccinated or have a negative Covid test taken within 72 hours before the event

**Grants**

- Awarded:
  - Guilford Savings Bank in partnership with the Community Foundation of Middlesex County: \$3,000 for Centennial Summer
- Submitted, awaiting decision:
  - Planning Grant to the State Historic Preservation Office (decision pushed to October)
  - CT Office of the Arts Supporting Arts Grant FY22 (decision in September)
  - Congressionally Directed Spending, requested by Senator Murphy for FY22 from the National Park Service Historic Preservation Fund
- Upcoming submissions:
  - Community Foundation of Middlesex County/Guilford Savings Bank (due Oct)
- Exploring opportunities:
  - SHPO Historic Restoration Fund
  - Helen Frankenthaler Foundation
  - Save America's Treasures grant for capital projects
  - CHEFA (Connecticut Health and Education Facilities Authority) grant for capital projects

**Sponsorships**

- Chelsea Groton sponsoring the Elected Artist exhibit at the Supporting level.

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



Lyme Art Association, 90 Lyme Street, Old Lyme CT 06371

### 2021 BOARD OF DIRECTORS SLATE

#### Nominated for Election for a two-year term 2021-2023

<b>Name</b>	<b>Brief bio and current Committees/Offices served</b>
Harley Bartlett	Harley is an Elected Artist and President of the Association. A landscape painter and commercial muralist, he serves on the Building and Grounds and APEC Committees. Harley lives in Hope, RI. (Second Term)
Debbi Goodman	Debbi is an Associate Artist who lives in Westbrook. She serves on APEC and is co-chair of the Palate to Palette Committee and has served previously on the LAA board. Debbi took on the task of making our entrance look beautiful in all seasons and does a wonderful job! (First Term)
Erin Schaaf	Erin is an Old Lyme resident who is active within the community via the schools, sports, and Lymes Youth Services Bureau. Her education and interest is in art history and has curatorial, restoration and design experience. She has served actively on the Palate to Palette committee for the past three years and served on the Centennial Frolic planning team. (First Term)
Beverly Schirmeier	Beverly is an Elected Artist and Vice President of the Association. She serves on the Strategic Planning Committee. She is a retired SNET manager in human resources, marketing, and communications. (Second Term)
Kathrine Simmons	Katherine is an Elected Artist and retired Human Resources executive who lives in Glastonbury. She chairs the Archive committee and Nominating committees, and donates her graphic design services. Katherine served as President of the board from 2009 through October 2019. (First Term)
Margaret DeRisio	Margaret (MJ) retired from the financial services industry to Old Lyme, worked in development at the Lyme Academy of Fine Art and now as a realtor. She has served on the board of directors at the Lyme Academy of Fine Art as well as the Klein Theater in Bridgeport. MJ plans to serve on the Development committee. (First Term)

#### Directors currently serving on the Board of Directors.

<b>Name</b>	<b>Brief bio and current Committees/Offices served</b>
Serena Bates	Serena manages a small business and maintains her art studio in Westerly, RI. She is an Elected Artist whose principal mediums are clay, bronze, and stone. She serves on the Education and Activities Committee. (Second Term)
Michael Centrella	Michael is an Elected Artist and serves as Secretary. Prior to his art career, he was a Yale University professor who served on review boards, managed grant proposals, and wrote over 150 articles. Michael lives in Cheshire, CT. (First Term)



Maura Cochran	Maura is an Associate Artist who lives in Essex CT. She leads the LAA Members Plein Air Painting group and is chair of the Strategic Planning Committee. Maura is a principal at real estate brokerage firm. (First Term)
Lisa DeFilippo	Lisa has owned and managed a retail business. She is an Elected Artist who is active in the development of LAA classes and workshops. She serves on the Education and Activities Committee and has been involved in producing Art Expo. (Third Term)
Sarah Stifler Lucas	Sarah is an Elected Artist with decades of experience teaching and mentoring art students. Sarah co-chaired the Centennial Day committee and serves on the Artistic Policies and Exhibitions Committee (APEC). (Third Term)
Mary Mellot	Mary is an Elected Artist and serves on the Education & Activities Committee. After a career in advertising and education, she now focuses on portrait drawing and oil painting and is a frequent volunteer, teacher and studio monitor at the Association. (First Term)
David Moore	David is an Associate Artist and chair of the Swing for Art Golf fund-raiser. He is a retired publishing executive with extensive marketing experience. (Third Term)
Paul Sellier	Paul serves as Treasurer and chairs the Building and Grounds Committee. He also serves on the Development and Investment Committees and works with the staff concerning budget planning and oversight. Paul is a retired investment manager who lives in Old Lyme. (Second Term)
Joan Wallace	Joan is an Elected Artist who serves on APEC and the Palate to Palette Committee. She is a retired social worker and school psychologist who lives in Centerbrook. (Second Term)

### **Outgoing Board Members**

<b>Name</b>	<b>Brief bio and current Committees/Offices served</b>
James Berryman	James is an attorney at Suisman Shapiro Attorneys at Law. He served on the Palate to Palette Committee and acted as the Board's legal advisor.
Kim Sapia	Kim co-chairs the Palate to Palette committee and served on the Centennial Frolic planning team. She plans to continue to serve on the Palate to Palette committee. She is a mother of three young children and lives in Old Lyme.
Caroline Walters	Caroline served as the chair of the Second Century Capital Campaign Committee and her generosity and tireless work were critical to accomplishing the first phase of the renovation. Carrie plans to continue to help with exhibitions and serve on the Building & Grounds Committee. She is a retired executive who lives in Lyme.