

**Hopkinsville Art
Gallery
Executive Committee Meeting
November 9, 2015**

1:30 -1:50 Credit Card Machine Training- President Hussong and a representative from i3Vertical, Betty Sharpe, from Clarksville, was in the Gallery for a training session on the use of the new credit card machine.

President, Linda Hussong called the meeting to order at 2:35 p.m.

Members present: Linda Hussong, Carolyn Self, Janice Cayce, Leoma Howery, Susan Rochelle, Jim Wille, Linda Pierce, Jeannie White, Jack Bastin, Jeff Ezell, Tanya Ezell, and Henrietta Kemp.

Minutes from the October 12, 2015 executive committee meeting were amended to reflect changes requested by Jim Wille. Susan Rochelle made a motion to approve the minutes and Carolyn Self seconded the motion. The motion passed.

Financial Report: Treasurer, Janice Cayce, reported we have a balance of \$6,282.00 as of October 30, 2015, with \$207.04 in the cash box. There is \$1,000.00 in the sales tax account. The gross sales for month of October were \$2,126.00. Carolyn Self made a motion to accept the financial report as presented. Susan Rochelle seconded the motion and the motion passed.

Committee Reports:

Membership: Betty Liles, membership chair, relayed by email that as of today we have 38 Gallery members.

Media/PR: Report was emailed prior to the meeting. Jim Wille made the motion that we purchase 1000 Rack cards. Henrietta Kemp seconded the request. Motion passed. The cost will be split between the Gallery and the Guild.

Web Site: No report

Volunteer Coordinator: Jan Farley has requested extra help for the Gallery on Saturday, Nov. 28.

Facility Coordinator: Everyone commented on how nice the windows look. Thanks to Jim Mason for contacting the window washer.

Gallery Supplies: Linda Hussong - reported that new gift bags, labels and tissue paper have been purchased.

Guild and Gallery Events Planned in the Gallery:

- Wednesday, November 11 - Brown Bag Luncheon - Big Read - Jennifer Brown book discussion about Ted Posten's book - *The Dark Side of Hopkinsville*
- Saturday, November 14 - Open House/birthday party celebrating 50 years and begin Christmas sales.
- Monday, December 7, League of Women Voters luncheon
- Monday, December 14 - Pennyroyal Arts Council monthly meeting 12:00 - 1:00

- Wednesday, January 27, 2016 - La Petite Fleur Garden Club, luncheon, wants artist speaker. Leslie Carroll is contact hostess.
- Feb 13, 2016 - Country Club Auction Event: Linda Hussong, chair and Susan Rochelle will help.

Next Exhibit Change-Out – January 3 and 4, 2016, Jeff & Tanya Ezell, Dottie Shepherd

Old Business:

New Gallery Policies: A motion was made by Carolyn Self and seconded by Janice Cayce to approve the amended Gallery Policies. Motion carried.

Christmas Open House and 50th Anniversary party Volunteers needed for food

- November 14 - 10:00 -4:00 Open House
- November 14, 2:00 - 4:00 50th Anniversary Celebration,
Recognition of first president and any past presidents

Betty Vinson and Linda Hussong agreed to chair this event.

Henrietta Kemp mailed 150 post cards to contributors and former Guild officers. Lynn Shepherd has wrapped a donated framed photograph and prepared a certificate to be given to the first president. Gallery and Guild members will be asked to bring refreshments for the event. No cake will be purchased but if someone wants to donate one that would be ok.

New Business:

Thanks to Sherry Embry for her help in decorating the Gallery. Linda Hussong and Henrietta Kemp assisted her.

Guild and Gallery Membership Drive - Linda Hussong distributed information about a contest for a Guild and Gallery membership drive. The contest begins November 1 and ends June 30, 2016. Members recruiting one new member will receive one free Guild sponsored workshop. Members recruiting 2 or more new members will receive a free membership for next year. On June 30, 2016 the member who has recruited the most new members will receive a \$100.00 Gallery Gift certificate which will be awarded at the July, 2016 meeting. Motion to approve the proposed contest was made by Carolyn Self and seconded by Susan Rochelle. Motion passed.

Business Membership Drive - Businesses who pay a 1 year membership fee of \$50.00 will receive an event sponsorship opportunity and be included in publicity for that event. Exclusive event sponsorship of \$500 will provide the business with logo advertisement on all media promotions for the event.

Small Business Saturday, November 28, A motion was made by Carolyn Self and seconded by Jeannie White to offer a free \$2.00 Christmas Ornament for anyone making a purchase of \$15.00 or more on that day. Linda Hussong will generate printed information to be given to the Community Development Services for insertion into the bags given out on that day.

Adjournment: The meeting was adjourned at 3:00 p.m.
The next board meeting will be December 14 at the Gallery at 1:30.

Respectfully submitted

Henrietta Kemp, Secretary