

**Hopkinsville Art
Gallery
Membership Meeting
Minutes**

December 13, 2016

President Jeannie White called the Gallery meeting to order at 1:00 p.m.

Members present: Henrietta Kemp, Carolyn Self, Jeff Ezell, Tanya Ezell, Jeannie White, Nancy Stalls, Susan Rochelle, Beverly Atwood, Angela Comperry, Leoma Howery, Betty Vinson, Elaine Seeley, Betty Liles, and Jim Wille.

Minutes from the November 8th membership meeting were approved as presented. A motion was made by Betty Liles and seconded by Jim Wille to approve them.

Corresponding Secretary - Susan Rochelle will send a thank you notes to Dave Howery and Nell Marshall for playing for us during the Dickens Alley event on December 10th.

Financial Report: Treasurer Jim Wille reported the financial report showed a balance at the end of November of \$4,790.34 with income of \$2,555.50 and expenses of \$1,549.72. The Guild will reimburse the Gallery for usage fees of \$50 per event at the end of December for the first 1/2 of the year for a total of \$1,200.00. A motion to approve the report was made by Carolyn Self and seconded by Beverly Atwood. Motion passed.

Committee Reports:

Membership: Betty Liles, membership chair, 35 gallery members have paid their dues.

Volunteer Coordinator: Henrietta Kemp scheduler for October- December. Jeannie White will create the schedule for January - March. The calendar is on the board in the back of the Gallery. We need someone for April - June.

Media/PR: Jim Wille reported e-mail information has been sent to Guild members and patrons about upcoming events through email and Facebook postings. He arranged for radio promotion of the Dickens Alley with WKMS and WHOP. Included in the promotion was information stating that the first 25 shoppers that visit the Gallery on December 10th will receive a free hand painted Christmas ornament.

A proposal to order a new outdoor plastic sandwich board sign with removable signage was made by Jim Wille. A motion to order the sign suggested was made by Henrietta Kemp and seconded by Carolyn Self. Motion passed.

Gallery supplies: Lynn and Jack Shepherd should be notified if any supplies are needed.

Facilities: Angela Comperry will work on securing better gallery lighting. Chip Moss, with Moss Electric, has offered to assist with the process. His wife owns the 6th Street Boutique.

Old Business:

- Silent Art Auction at Hopkinsville Golf and Country Club. No date set as of now reported Susan Rochelle, hopefully it will be February 18th.
- Every Gallery member is reminded to bring their 2 donated art pieces and leave in Kitchen area by December 31st. If that will be a problem please notify Jeannie White.
- Friday, November 18 - 5:00 -7:00 - Hoptown Hopfest with Marty Stuart was a success for all involved. Thanks to Jeannie White, Elaine Stewart Seeley, Nancy Stalls and Jim Wille for helping to keep the Gallery open for extended hours that evening.
- SweetArt Event tickets are available in the Gallery. Event - February 10 from 4:00 -7:00 Tickets are \$25.

New Business:

- Decided to close Gallery on Monday, Jan. 2nd and have Supper Club meeting that evening at 5:00
- Next Quarterly Gallery change out January 1st and 2nd.
- Grace and Mercy Fudge sales in gallery. A motion was made by Nancy Stalls and seconded by Betty Liles to allow Grace and Mercy to display their fudge in the gallery for sale. All proceeds will go to them with no charge. Motion passed.
- A motion was made by Carolyn Self and seconded by Henrietta Kemp that we submit a Grant request from the Guild to pay for a new sales system in gallery beginning January 1, 2017 using updated equipment. Motion passed. A Grant request of \$2,100.00 from the Guild will pay for a new ShopKeep point of sale application equipment and one year's subscription. This will enable the use of bar codes on all merchandise making record keeping more accurate and sales transactions easier to track. Exhibiting members will need to be very careful when documenting their artwork descriptions and inventory records.

Adjournment: The meeting was adjourned at 2:15 p.m.

Respectfully submitted, Henrietta Kemp, Gallery Secretary