

HELP HQ COMMUNICATIONS AND PUBLICITY PROMOTE YOUR ARTWORK. BEFORE NEW SHOWS OPEN - send photos of your artwork as jpg files with your name, title of the artwork, media, & dimensions to:

cbmoline46@yahoo.com Show Posters, Print Media

hqgallery@gmail.com

Mail Chimp E-blasts,

tibbylerner@comcast.net Press, Social Media

ebbana55@gmail.com Instagram

okjustok@gmail.com Facebook

sam@samanthamcnally.com

Social Media, Website

PLAN ON ATTENDING HQ GENERAL MEETING @ 4 PM July 12 on Zoom

for important news and announcements

Sign up on WeJoinIn to do a demo by adding your name + DEMO on any Saturday from 1 – 3 pm. It would be great to have a demo July 10 for the Art Walk.

Questions? Contact Joyce Byrum

2021 SCHEDULED Members GENERAL MEETING DATES

JULY 5 - CHANGED TO JULY 12

SEPT 13

NOV 1



It sure is nice to see people's faces again!

STEERING COMMITTEE

Chairman: Barb Duvall
Vice Chairman: Tibby Lerner
 Pat Calabro
 Mary Frances Kelly Poh
 Samantha McNally
 Gallery Founder, Susan Street

ACCOUNTING/FINANCE OFFICER:: Mary Frances Kelly Poh

COMMUNICATIONS/PUBLICITY: Pat Calabro, Chair

Art Walk Rep (Main Street): Bruce Pope
 Accounts: Mary Frances Kelly Poh
 Mail chimp : Pat Calabro
 Printed Material: Craig Moline
 Press; Social Media: Tibby Lerner, Sam McNally, Ebba Navas, Ok Kyong Harahan
 Webmaster: Sam McNally
 You Tube Channel: Sam McNally
 YouTube Videos: Fiona Hughes

Docent Schedule - WeJoinIn: Barrie Robinson

Docent Schedule Monitor: Sara Wong

Downtown Business Alliance Rep: Susan Street

EVENTS COMMITTEE: Ebba Navas, Chair

Annette Bachelor
 Ok Kyong Hanrahan
 Michael Lehman
 Bruce Pope
 Jean Purnell

INSTALLATION COMMITTEE: Susan Street, Chair

Gay Roche
 Jean Purnell
 Michal Lehman
 Samantha McNally
 Robert Schwiebert, Volunteer

Member Portraits: Gay Roche

New Member Applications: Susan Street

NEWSLETTER: Barb Duvall

Note Card & Gift Rack:: Tibby Lerner, Craig Moline

ORIENTATION: Barrie Robinson




hqgallerybenicia

There is a new instructional video for the Square Terminal @ hqgallery.net



Lots of information for members on the members only page @

hqgallery.net



The screenshot shows the HQ Gallery website with a navigation bar including Home, Artists, Press, About, Newsletter, and My Member. The main content area features several sections: 'Sign up for staffing July-September', 'Sign up for staffing April-June', 'Member Newsletters and Meeting minutes', 'Inventory Sheet', 'Labels', 'HQ Member Log', 'New Member Log', 'CHECK REQUEST FORM \$', and 'CHECK REQUEST FORM \$'. There is also a video player titled 'How to use the Square for the HQ Gallery' with a caption: 'Correction - when I said inventory number I meant invoice number.' At the bottom, there is a 'Future Dates List' and a 'HQ Gallery General Meeting Schedule for 2021'.

To members who helped out during the June Art Walk and Arts Benicia Raffle fundraiser



To Ebba for organizing HQ's booth at the Peddler's

To Sam for a fabulous website and for taking charge of our YouTube Channel

To Fiona for doing some great videos of our Artists of the Month for our YouTube Channel

A lot of things are changing on First Street and in the local art community but HQ has emerged from the Pandemic a model that other galleries are noticing. With COVID restrictions lifted there will be more downtown events in the coming weeks including Art Walks and the Peddler's Fair on August 14. We no longer have to restrict the number of visitors in the gallery and can start thinking about holding receptions again. We've reestablished the Events Committee, and its subcommittee, Hospitality, with Ebba as Chair. Sara Wong has volunteered to be our Docent Schedule Monitor and her job will be making sure are gallery is staffed during business hours and that everyone is remembering to sign up to docent. Bruce Pope is now HQ's Art Walk Rep. We will be making other organizational changes as needed in the post pandemic world. In the next couple of months we will be adding two new members, Charlynn Throckmorton and Doug Slaydon, bringing our membership count up to 20 artists. For the first time in awhile, we have an artist on our waiting list and it's very exciting. Thanks to all of you and the effort you put into HQ, we will continue to move forward as an important part of the local arts culture. It's sure nice to be able to see people's faces. But for now, our General Meetings will still be on Zoom.

Barb

Chairman, HQ Gallery

Benicia Peddler's Fair

August 14 2021 8 am – 5 pm

Information for HQ Gallery Booth Participants and Volunteers

HQ has reserved 2 booth spaces in front of our gallery for the Peddler's Fair. As most of you know, this event attracts thousands of people from all over Northern California and this year they are expecting even a larger crowd. Vendors will be all along First St., from J St. to the waterfront, and on side streets both directions, which will be closed to traffic. We will have two tents, in front of the gallery, with grids, bins and card racks. The gallery will be open that day..

What we will sell in the booth: Small artworks (maximum 12 x 12) – ready to hang on the grid; unframed prints and original art, cards, and small gift items such as magnets, petite pieces (that fit in the card rack,) etc.

PARTICIPATES: PLEASE DROP OFF YOUR ITEMS IN THE GALLERY ON FRIDAY, AUGUST 13. Make sure your items are labeled with your name and selling price. Items for the booth should be in a box, crate, or large bag so they can easily be carried out to the booth for display.

GRIDS, TENTS AND BINS MUST BE DROPPED OFF IN THE GALLERY ON FRIDAY AUGUST 13 for set up at 6 am on Saturday, August 14

Cost: \$20 – make check out to HQ Gallery and put in envelope for MFKP

TO PARTICIPATE

CONTACT EBBA NAVAS, EVENTS COMMITTEE CHAIR

BOOTH VOLUNTEERS AND EXTRA DOCENTS ARE STILL NEEDED!

Organizational Structure

