

VARLEY- MCKAY ART FOUNDATION OF MARKHAM

Monday, January 14, 2019, 5:00 p.m.

Varley Art Gallery

MINUTES

Attendance:

Board of Directors Present: Terrence Pochmurski, Chair (attended by tele conference), Craig McQuat, Vice-Chair, John Ingram, Howard Back, Edie Yeomans, and Sammy Lee

Staff: Niamh O’Laoghaire, Director, Varley Art Gallery, Francesca Dauphinais, Cultural Development Officer and Scott Chapman, Council/Committee Coordinator, Laura Gold, Council/Committee Coordinator

Observer: Joseph Schmidt

Regrets: Amin Giga, and Mathew Reilly

Agenda Item	Discussion	Action Item
1. Call to Order	The Varley-McKay Art Foundation of Markham convened at 5:10 pm with Craig McQuat presiding as Chair.	
2. Disclosure of Pecuniary Interests	None.	
3. Additions/Changes to the Agenda	None.	
4. Approval of the Minutes	Moved by John Ingram Seconded by Howard Back That the November 12, 2018, Varley-McKay Art Foundation of Markham Minutes be approved as presented.	Carried

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<p>5. Business Arising from Minutes</p>	<p>The Board reviewed the Action items from the previous meeting. The following was discussed:</p> <p>Niamh O’Laoghaire, Director of the Gallery requested that a decision be made on the Gallery’s request to the Board for \$49,700 to help support its 2019 exhibitions and programs.</p> <p>The Board briefly discussed its current financial position and after careful consideration decided to support the request.</p> <p>Moved by John Ingram Seconded by Edie Yeomans</p> <p>That the Board approve the request for \$49,700 to support the Gallery’s 2019 exhibitions and programs.</p> <p style="text-align: right;">Carried</p>	
<p>6. Director’s Report</p>	<p>Niamh O’Laoghaire, Director of the Gallery presented the Director’s Report. The full report was circulated to the Board. Some of the highlights of the report included:</p> <p><u>Awards</u></p> <p>The Varley Art Gallery was named in the following Ontario Art Gallery Association Awards:</p> <ul style="list-style-type: none"> ○ The Exhibition Installation & Design for Xiaojing Yan: out from among the tranquil woods ○ The Identity Renewal Award was given to Underline Design Studio for the Varley’s new logo and brand identity 	

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	<p><u>Request for Approval</u> A brief presentation was provided on the new Varley Logo.</p> <p>Moved by John Ingram Seconded by Howard Back</p> <p>That the Board approve the new Varley logo.</p> <p style="text-align: right;">Carried</p> <p><u>New Portal</u> The City has launched its new website. The overall look of the website has been improved. Some glitches are still being resolved.</p> <p><u>Varley Staff</u> The Varley’s Communication Assistant resigned. The position is in the process of being filled. It is challenging retaining staff in this position, as it is a part time position.</p> <p>The Board inquired if there was a way of converting this position into a full time position. The Director of the Gallery did not think this was a possibility at this time.</p> <p><u>Public Art</u> A public consultation session is being planned for the new Public Art Master Plan for the City of Markham. The session is being targeted to be held in March 2019.</p> <p><u>Exhibitions</u> An update on the Gallery’s exhibitions was provided. The following new exhibits will start in January:</p>	

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	<ul style="list-style-type: none"> • York University graduate exhibition “Next Wave” runs January 12 to February 1, 2019; • “Moving Through Darkness into the Clearing” runs January 19 – April 7, 2019. <p><u>Public Program and Events</u> An update on the Gallery’s programs and events was provided.</p>	
<p>7. Development Officer Report</p>	<p>Francesca Dauphinais, Cultural Development Officer presented the Development Officer Report. A copy of the report was included with the agenda package. The report included an update on: volunteers; grant applications; the Rouge: Varley Gala; and Vintages at the Varley: New World Wines.</p> <p>The following was discussed:</p> <p><u>Grant Applications and Funding Request</u> The Foundation was requested to help fund the following summer positions:</p> <ul style="list-style-type: none"> • Special Events Coordinator; • Summer Camp and Community Events Volunteer Supervisor; • Gallery Animateur (2); and, • Social Media and Marketing Assistant. <p>The Cultural Development Officer will apply for both a Canada Summer Jobs (CSJ) Grant, and a Young Canada Works at Building Careers in Heritage Grant to help cover the cost of these positions. In 2018, the Board contributed approximately \$15,000 to support these positions. The remainder of the funds were covered by the grants.</p> <p>The Board was being requested to pay the amount not covered by the grants received in 2019. This amount will be known in early March. The Board can make a decision on the matter at this time.</p>	

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	<p><u>Rouge: Varley Gala</u> It was advised that approximately \$30,000 was raised from the Rouge:Varley Gala after all expenses.</p> <p><u>Vintages at the Varley: New World Wines</u> The Board discussed the format of the Vintages at the Varley: New World Wines. The following was discussed:</p> <ul style="list-style-type: none"> • Ask Santo Natale, Past Board of Director and Chair of the event if he is interested in being the presenting sponsor of the event at a cost of \$5,000; • Purchase the wine from the LCBO rather than from a wine distributor so that unused wine could be returned; • Reduce the cost of the food and wine with the objective of increasing the amount of funds raised from the event; • Add elements to the event, like a small silent auction and “wine pull” to increase the amount of funds raised from the event; • Promote and sell tickets for the Gala at the event. <p>Mathew Reilly has agreed to join Vintages at the Varley Sub-Committee to help with the organization of the event. A Director is still needed to Chair the event.</p> <p>Terrence Pochmurski will discuss with Santos Natale his involvement in the event.</p> <p><u>Credit Card</u> There was a brief discussion on getting a credit card for Francesca Dauphinais, Cultural Development Officer. The credit card is required to purchase items for events, including online items. The Board was in support of the Cultural Development Officer being provided with a credit card, but suggested that the</p>	<p>Speak to Santo Natale about his involvement in the Vintages at the Varley: New World Wines event – Terrence</p>

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	<p>matter be discussed with the City’s Finance Department prior to proceeding with getting the card.</p> <p>Moved by Howard Back Seconded by John Ingram</p> <p>That the Board investigate with City’s Finance Department the possibility of getting a credit card for Francesca Dauphinais, Cultural Development Officer; and</p> <p>That the Board guarantee/ take full responsibility for the credit card if issued. Carried</p>	<p>Investigate the possibility of obtaining a credit card for Francesca Dauphinais – Francesca Dauphinais/ Director of the Gallery</p>
<p>8. Sub-Committee Reports</p>	<p>A. <u>Rouge: Varley Gala Committee 2018 -</u></p> <p>No report was provided.</p> <p>B. <u>Vintages at the Varley</u></p> <p>No report was provided.</p> <p>C. <u>Development Committee</u></p> <p>Sammy Lee asked when the Foundation will start working on its strategic plan, so that the Development Committee can move forward. It was advised that the timelines for this project have yet to be determined.</p> <p>D. <u>Volunteer Committee</u></p> <p>No report was provided.</p>	
<p>9. Financial Report</p>	<p>The financial report will be circulated by email.</p>	
<p>10. New Business</p>	<p>There was no new business.</p>	

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11. Adjournment	The Varley-McKay Art Foundation of Markham adjourned at 6:27 pm	