

VARLEY- MCKAY ART FOUNDATION OF MARKHAM

Monday, March 4, 2019, 5:00 p.m.

Varley Art Gallery

MINUTES

Attendance:

Board of Directors Present: Terrence Pochmurski, Chair, Craig McQuat, Vice-Chair, John Ingram, Edie Yeomans, Amin Giga, 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: Howard Back, and Mathew Reilly

Agenda Item	Discussion	Action Item
1. Call to Order	The Varley-McKay Art Foundation of Markham convened at 5:03 pm with Terrence Pochmurski presiding as Chair.	
2. Disclosure of Pecuniary Interests	None.	
3. Additions/Changes to the Agenda	None.	
4. Approval of the Minutes	Moved by Craig McQuat Seconded by Edie Yeomans That the January 14, 2019, Varley-McKay Art Foundation of Markham Minutes be approved as presented. Carried	

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5. Business Arising from Minutes	<p>The Board reviewed the Action items from the previous meeting. The following was discussed:</p> <p><u>Credit Card</u> Working on getting a credit card for the Foundation. Discussions are underway with the City's Finance Department. The Foundation may need to apply independently of City and take liability for the credit card. Francesca Dauphinais, Development Officer was requested to look into to getting a credit card independently of the City.</p> <p><u>Vintages</u> A Chair is still required for the Vintages event. Terrence Pochmurski agreed to Chair if Mathew Reilly does not accept the role.</p> <p>Terrence Pochmurski is still waiting for Santo Natale, Past Director to indicate whether he is interested in sponsoring th event.</p> <p><u>Signing Authority</u> The Board decided that all Officers should have signing authority for the Foundation.</p> <p>Moved by Edie Yeomans Seconded by Craig McQuat</p> <p>That the following Officers of the Varley McKay Art Foundation of Markham be provided with signing authority:</p> <p>Terrence Pochmurski – Chair Craig McQuat – Vice-Chair Amin Giga – Treasurer</p> <p>Carried</p>	<p>Investigate getting a credit card independently of the City – Francesca</p>

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6. Director's Report	<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>Staffing</u> Bowie Fan is the new Varley's Communications Assistant.</p> <p><u>Signage</u> The new Varley logo still needs to be approved by the Development Services Committee.</p> <p><u>Public Art</u> A public engagement session entitled "Making our MARKham" will be held on Thursday, March 21, 2019 at YSpace, the York University Innovation Hub. The feedback will be used to help develop a Public Art Master Plan.</p> <p><u>Exhibitions</u> An update on the Gallery's exhibitions was provided. The following new exhibit started in February:</p> <ul style="list-style-type: none">• Chris Kline and Yam Lau Weave - February 19 – April 21, 2019 <p><u>Public Program and Events</u> An update on the Gallery's programs and events was provided.</p>	
7. Development Officer Report	<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>	

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	<p>The following was discussed:</p> <p><u>Grant Applications and Funding Request</u> Grant applications have been submitted to both the Canada Summer Jobs and the Young Canada Works at Building Careers in Heritage.</p> <p><u>Rouge: Varley Gala</u> The sponsorship package for the Gala is complete and ready to circulate. All Board of Directors are encouraged to help bring in sponsorship.</p> <p><u>Vintages at the Varley: New World Wines</u> There was a suggestion to include scotch testing or to have scotch as an auction item at the event.</p> <p>Francesca Dauphinais is reaching out to the LCBO regarding having a talk about scotch.</p>	
8. Sub-Committee Reports	<p>A. <u>Rouge: Varley Gala Committee 2018 -</u> No report was provided.</p> <p>B. <u>Vintages at the Varley</u> No report was provided.</p> <p>C. <u>Development Committee</u> Sammy Lee presented the mandate for the Development Committee. The Board discussed the mandate made slight changes to it prior to approving it.</p>	

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	<p>Moved by Sammy Lee Seconded by Edie Yeomans</p> <p>That Varley-McKay Art Foundation of Markham approved the following mandate for the Development Committee:</p> <p>To reach out to businesses, cultural communities, and other stakeholders to build stronger relationships, promote art, culture and in particular, the Varley Art Gallery and its associated work to those communities in order to raise the profile of and raise funds for the Varley Art Gallery.</p> <p>Carried</p> <p><u>D. Volunteer Committee</u> No report was provided.</p>	
9. Financial Report	<p>Amin Giga, Treasurer provided a financial update as of December 31, 2018. Revenues were less in 2018 than in 2017 due to less revenue generated from fundraising. Both the Gala and the Vintages at the Varley generated less funds than in 2017. Expenses were also less for both of these events. The total deficit in 2018 was (\$45,593).</p> <p>The Foundation needs to increase its fundraising revenue in 2019 to avoid/minimizing a deficit in 2019.</p> <p>It was suggested that the amount the Foundation spends annually on art be included in the annual report on a go forward basis.</p>	
10. New Business	<p><u>Strategic Plan</u> Terrence Pochmurski presented the draft Varley-McKay Art Foundation of Markham Strategic Plan. Directors were asked to provide any comment by the end of March, so that it can be approved at the next meeting.</p>	<p>Provide feedback on Markham's Strategic Plan – All Directors</p>

Agenda Item	Discussion	Action Item
	<u>Board Appointments</u> The Board briefly discussed Councillor Appointments to the Board. <u>Annual General Meeting</u> The Board agreed to hold the Annual General Meeting on Monday, May 27, 2019 at 3:30 PM. The Clerk was asked to schedule the AGM with the Board Meeting immediately following.	Schedule AGM and Board Meeting on May 27, 2019 – Laura Gold
11. Adjournment	The Varley-McKay Art Foundation of Markham adjourned at 6:27 pm	

List of Action Items

Action	Meeting Date	Member Responsible for Completion of Task	Status
1. Establish criteria for recognizing past Board of Directors.	September 8, 2014	Edie Yeomans, and Ernestine Tahedl	In Progress
2. Speak to Santo Natale regarding sponsoring the Vintages at the Varley: New World Wines Event	January 14, 2019	Terrence Pochmurski	Waiting for a response from Santo
3. Investigate the possibility of getting a credit card for Francesca Dauphinais	January 14, 2019	Francesca Dauphinais	Working with the City's Finance Department and looking into getting a card independently of the City.
4. Provide Feedback on the Foundation's proposed Strategic Plan	March 4, 2019	All Directors	Complete by March 31, 2019