

Varley-McKay Art Foundation of Markham

Minutes

April 11, 2022

5:00 PM

Attendance:

Board of Directors Present: Terrence Pochmurski (Chair), Craig McOuat (Vice Chair), Amin Giga (Treasurer), Edie Yeomans, Lisa Joy-Facey and Councillor Reid McAlpine, John Ingram, Jim Schmidt, Carolyn Le Quéré

Staff Present: Niamh O’Laoghaire, Director, Varley Art Gallery; Francesca Dauphinais, Cultural Development Officer, Varley Art Gallery

Regrets: Chris Rickett, Director of Economic Growth, Culture and Entrepreneurship

Item	Discussion
1. Call to Order	The Varley-McKay Art Foundation of Markham meeting convened at 5:09PM with Terrence Pochmurski presiding as Chair.
2. Disclosure of Pecuniary Interest	None disclosed.
3. Additions / Changes to the Agenda	None disclosed.
4. Approval of Minutes	Moved by Craig McOuat Seconded by Amin Giga That the minutes of the Varley-McKay Art Foundation of Markham meeting held March 14, 2022, be approved as distributed. Carried
5. Business Arising from The Minutes	None disclosed. a) MOU Update Terence will incorporate a few changes that were raised this weekend. There will need to be language incorporated in how to manage volunteers. The volunteer program is run by the City of Markham, so volunteers will go through the system and follow the City’s policies and procedures. Francesca Dauphinais is the point person who is the liaison for volunteers at the art gallery. A decision will need to be made on the gift shop, if it will reopen and what to do with the remaining inventory if it does not reopen. Niamh will review the language and send a draft to Terence.
6. Director’s Report	Niamh O’Laoghaire, Director, Varley Art Gallery, provided the Board with an overview of the Director’s Report, which included the following highlights:

Pandemic Updates

The gallery no longer requires pre-screening and vaccination requirement and therefore the front doors are no longer kept locked during public hours. The remaining restrictions in place are wearing a mask, social distancing, and reduced numbers.

Staffing

A front desk ISA, Grier Hunt, and the Virtual Education programs instructor have officially resigned. A programs instructor search is underway to ensure continuity with the April education programs, as well as a replacement ISA. A Summer Camp Director has been hired, as well, interviews for Camp Counselors and Supervisors should take place during the last week of April. Rachel will be conducting the interviews.

Grants

The reporting process for the 2021-2022 CSJ (Canada Summer Jobs) has been completed. Anik Glaude completed the CCA (Canada Council for the Arts) major grant application for a group exhibition and community outreach project in 2023, in collaboration with LTNS (Long Time No See), a collective of contemporary artists of Chinese heritage. Work will soon begin on the annual application to the OAC (Ontario Arts Council), which is due on June 1st.

Curatorial

Anik Glaude, curator, has submitted the required documentation to the Canadian Cultural Property Export Review Board (CCPERB) for the cultural property certification of eight works donated by the Estate of Ann Stanfield in 2021 (a Maurice Cullen, a Clarence Gagnon, a David Milne, a Jean McEwen, three Riopelles and a Phillip Surrey). The application for the six Betty Goodwin works on paper are planned to be submitted to the next meeting of CCPERB.

Exhibitions

The *Karen Tam: With wings like clouds hung from the sky* show continues until April 24th. The artist will be visiting in person before the show closes. Also installed, is the permanent collections exhibition *Refracting the Lens*. Plans for the summer show, *Gathering Fictions: A Dialogue on Painting*, by Michel Daigneault and Janet Jones, are going well. There will be an in-person opening on Saturday, May 7th from 2PM-5PM.

There has been a change to the exhibition schedule, the Shantel Miller show has been postponed to 2023 due to commitments in the artist's schedule. Curator Anik Glaude is currently exploring expanding the Chun Hua Catherine Dong fall exhibition to take its place.

Month	Main and Intro Galleries	Collections
February 4- April 24	<i>Karen Tam with wings like clouds hung from the sky</i>	<i>Refracting the Lens</i>
May - August	<i>Gathering Fictions: A Dialogue on Painting (Michel Daigneault and Janet Jones)</i>	
Sept. - January	<i>Chun Hua Catherine Dong</i> Curated by Tara Ng	

Exhibition Related Programs

Two well-attended events took place since the last meeting:

- Every day between 2PM-4PM, during March break, a workshop to Karen Tam’s installation *Like rain drops rolling down new paint* was created inside the exhibition. Visitors had the opportunity to draw their own sketches, which the visitors could take home or leave to add to the installation.
- On Saturday, March 19th from 1PM-2:30PM, there was a Chinese Brush Painting session with artist Peter Law 罗建生.

Public Programs 2022

Winter programs finished on March 31st, 2022, grossing \$15,362 in revenue. Despite pandemic restrictions and protocols, March Break ran very smoothly and grossed \$7,616, bringing the combined total to \$22,978.

Spring programs are now under way. The Varley is currently offering:

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| For children | For adults: |
| Art Adventures | Acrylic Painting for Beginners |
| Draw and Design | Acrylic Pouring II |
| Easter Egg Painting Party | Acrylic Pouring Workshop |
| Mixed Media for Mini Artists | Drawing into Watercolours |
| Mixed Media for Mini Artists | Gel Plate Printmaking Workshop |
| P.A. Days at the Gallery - Art Extravaganza! | |
| Sculpture Studio | |
| Start with Art! | |

Children’s offerings continue to do well with registration at nearly 90% overall, while adults offerings remain slow, at about 16%; one adult class had to be cancelled due to lack of registration. The Programmer, Rachel D’Oliveira Fell, is currently working on some new ideas to attract adults.

Virtual School Programs

The completed March programs had a focus on getting back to fundamental visual literacy skills. April’s program draws from the permanent collections and one long-term loan:

- Week 1: Sketching Spring like F.H. Varley.
- Week 2: On the Horizon Line inspired by Florence Helena McGillivray
- Week 3: Setting the Tone like Emily Carr

	<p>- Week 4: En Plein Air with Arthur Lismer</p> <p>Further details can be found in the online brochure.</p> <p><u>Summer Camp</u> The Varley has received approval to increase the number of attendees at this year’s in-person camp. The camps can now have a total of 54 campers or 77% of maximum capacity. Registration remains steady at 76.5% of the increased capacity. There is still low uptake for before and after care, which is at 21%.</p> <p><u>Rentals</u> Without staff to run the program, the Varley has been unable to proceed with the vast majority of rental requests, although there are two exceptions. The first is a studio rental on the main floor of the McKay, initially for 4 weeks, now extended to 8. This was possible because it did not involve any public attendance (unlike the exhibition rentals). The second is the UBIA rental of an office on the McKay second floor. The lease was handled by the City’s Property Management Department, although the income comes to the Varley. The Markham Arts Council has decided not to return to its office at the McKay but has agreed to pay the cost of removing furniture and materials it left behind.</p> <p><u>Facilities</u> The flat roof replacement project began on Friday, April 8th, as part of the citywide initiative. There is plywood over the vault racks and a layer of tarp for protection. The workers do not regularly need access to the building and the roof should take about two weeks to complete.</p> <p>There are a number of smaller issues that are not yet resolved, such as, replacing banners, fixing some small faucet leaks, sconce lights in the McKay, and issues with the Paint Studio ceiling, among others.</p> <p><u>School Bus Program</u> There will not be any in-person school visits in the short-term due to not having the capacity. An Education Coordinator is needed, as well, the program relies on docents. The program has to be curtailed at the moment, possibly restarting in September, but due to resource limitations and the COVID numbers in schools, this will most likely not restart this year.</p>
<p>7. Development Officer Report</p>	<p>Francesca Dauphinais, Cultural Development Officer, provided the Board with an overview of the Development Officer’s Report, which included the following highlights:</p> <p><u>Funding Requests</u> A formal PPT presentation was prepared by Francesca Dauphinais for Amin Giga’s meeting with Markham Infiniti next week. A part of the Varley Art Gallery sponsorship proposal is to have a car displayed in the courtyard of the gallery for a period of time. There are 3 tiers (\$25,000 Signature Sponsor, \$20,000 Single Exhibition Sponsor, \$10,000 Public Programs Sponsor) to the proposal to work</p>

with their budget. Amin Giga will update the committee once he meets with the Markham Infiniti representatives. The presentation can also be used as a template for future sponsorship presentations as it can be tailored accordingly for the proposal/request. Reid McAlpine will reach out to the Main Street Unionville Slow Street Program organizers if they are aware of a Volvo sponsorship.

The application to the Ontario Trillium Foundation (OTF) "Resilient Communities Fund", supporting the recovery efforts of organizations impacted by COVID-19, was submitted on Monday, April 4th. These can be short, medium, or longer-term projects. The purpose is to help organizations rebuild capacity, enhance resiliency, and meet the changing needs of their communities. Following a coaching call with the OTF, the focus of the application has been changed from revenue generation to rebuilding the volunteer program, as this is the only offered program that provides a direct service to the community. The application includes a part-time Volunteer Coordinator to assist with rebuilding the program for a period of 12 months. The total request amount is \$44,200. If approved, funding is granted in the full requested amount. We will likely hear back in a few months.

25th Anniversary Art Acquisitions Campaign

John Ingram shared a sample token of appreciation that can be presented to corporate donors: a high-resolution, high-quality colour print of Frances Gage's bronze relief of Frederick Varley, which will include a small plaque with the organization's name. The total cost to produce and frame one unit is relatively inexpensive.

Donations can be made online through www.varleymckayartfoundation.com, found under the "Fundraisers" tab. Cash or cheque donations are also accepted – please have them contact Francesca Dauphinais for this option.

Volunteer Program

Approval has been received to reopen the volunteer program. Francesca Dauphinais held interviews with 9 volunteer applicants on Saturday, April 2nd, and more inquiries to volunteer come in each day. In order to receive the discounted rate for the Vulnerable Sector Checks (VSC) through York Regional Police, volunteers are required to bring in a letter issued by the organization, showing their intention to volunteer. This letter can only be issued by one City staff member, and the position had been vacant since the summer of 2020.

Information was received that Recreation hired Hayley Preece in early April to assist with the volunteer program. This has caused a delay in volunteers receiving their full minimum qualifications, and therefore, the scheduling of volunteers to support the Gallery's Spring programs. The hope is to have the volunteer spots filled in the next two weeks for the Spring programs.

Vintages at the Varley: Wines of South Africa 2.0

The Vintages at the Varley event will be held on Thursday, May 5th, 2022. The Sommelier for the event is Jim Clarke, the U.S. Country Manager for Wines of South Africa. Event sponsors are Unionville BIA, Quest Automotive Leasing,

	<p>Charbox, Noble Estates Wines & Spirits and Wines of South Africa. Charbox gave a well discounted rate for the event. However, sponsorship is lower than what we expected for this event.</p> <p>Tickets are \$120 for 2 bottles of wine, \$160 for 2 bottles of wine and a Charbox for two people, \$180 for 4 bottles of wine and \$275 for 4 bottles of wine and a Charbox for four people. There is a vegetarian option available. Tickets are available until April 20th, and participants will receive free delivery for the bottles of wine. The website will be updated to include more details to provide clarity on what each package includes.</p> <p>The Silent Auction has gift cards to some great Markham restaurants, as well as other items.</p>
<p>8. Sub-Committee Report</p>	<p><u>Art Acquisition Committee</u> There was no update from the Art Acquisition Committee.</p> <p><u>Vintages at the Varley</u> An update on the Vintages at the Varley was provided as part of the Development Officer's Report.</p> <p><u>Development Committee</u> An update on the Development Committee was provided as part of the Treasurer's Financial Report.</p>
<p>9. Financial Report</p>	<p>Amin Giga, Treasurer, provided the Board with updates on the 2021 financial statements including the year-end audit and the Varley McKay Art Foundation 2022 (Budget) Plan with Notes to 2022 Plan.</p> <p>The audit report and financial statements are now with the auditors, and these should be returned in the next two weeks. This should be completed by the end of April or beginning of May, which is a record turn around time. There are no significant issues and Amin Giga will communicate any updates to the Board.</p> <p>The MOU sections 9(b) and 9(c) states that the Foundation is responsible for the undertaking of appraisal costs of art acquisitions. There are designated funds, as per the MOU, for this cost.</p> <p>Budget from the last meeting was approved and Amin Giga is working with Francesca and Abbi on creating a PPT presentation of the budget and other pertinent details. The presentation will be reviewed and finalized by the Development Committee next week. Amin will hold a meeting with the City with the budget and support request, a long with Chris Rickett, Director of Economic Growth, Culture and Entrepreneurship.</p> <p>As promised, the March 2022 financial update was provided to the committee by Amin Giga via email communication on April 15th, 2022. There are no irregularities or issues with the budget. As usual, there is no vote needed as this periodic information is always provided for information purposes only.</p>

	There is no plan to create the hard copy newsletters/brochures this year as there is no resource to design these, as well, the budget required for creating hard copies must be considered.
10. New Business	None disclosed.
11. Future Meeting Dates	The next meeting of the Varley-McKay Art Foundation of Markham will be held on May 9 th , 2022.
12. Adjournment	The Varley-McKay Art Foundation of Markham meeting adjourned at 6:05 PM. Moved by Edie Yeomans Seconded by Craig McOuat Carried