



Minutes
Varley-McKay Art Foundation of Markham
Monday, October 16, 2023
6:00 - 8:00 p.m
Council Chamber, Markham Civic Centre

Attendance

Board of Directors Present: Jim Schmidt (Chair), Amin Giga (Treasurer), Craig McOuat (Vice-Chair), Connie Leclair (Governance Chair), Councillor Reid McAlpine, Carolyn Le Quéré, and Lisa Joy-Facey

Staff Present: Niamh O’Laoghaire, Director, Varley Art Gallery, Program Co-ordinator Francesca Dauphinais, Cultural Development Officer, Varley Art Gallery, and Hristina Giantsopoulos, Clerk

Regrets: Deputy Mayor Michael Chan, Chris Rickett, Director of Economic Growth, Culture and Entrepreneurship, Arpita Surana, and Emily Li, and Bonnie Leung

Item	Discussion	Action
1. Call to Order	The Varley-McKay Art Foundation of Markham convened at 6:03PM with Jim Schmidt presiding as Chair.	
2. Disclosure of Pecuniary Interests	There were no disclosures of pecuniary interest.	
3. Review of Minutes of Board Meeting held on June 12, and Notes from the meeting on July 24, 2023	<p>Moved by Connie Leclair Seconded by Lisa Joy-Facey</p> <p>That the June 12, 2023 Varley-McKay Art Foundation of Markham Minutes, be approved.</p> <p style="text-align: right;">Carried</p> <p>It was noted that there were not enough members present to have quorum at the July 24, 2023 meeting and that there were no meeting minutes, rather meeting notes were taken.</p>	
4. Business Arising from the Minutes	There was no business arising from the minutes.	
5. Director’s Report	Niamh O’Laoghaire, Director, thanked the Chair for his assistance in printing the 2023 event and rental brochures. She advised that the tables and chairs in the outside centre patio will	

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	<p>remain as weather permits and until storage is located. The gallery was encouraged to apply for a Heritage Permit for the furniture, as the gallery is located in a heritage district.</p> <p>Ms. O’Laoghaire provided a brief overview of the Directors Report and noted that overall summer attendance has been in excess of 20,000 and that regular attendance is approaching pre-covid levels. <i>The Longing Belonging, 100 Years 100 Stories</i> exhibition was very popular. She also noted that there is ongoing recruitment for a Communication and Education Assistant in midst of a few vacancies.</p> <p>Francesca Dauphanais advised that she has reapplied for the Ontario Trillium Foundation government grant and will provide more information on its status as it becomes available.</p>	
<p>6. Financial Report</p>	<p>Amin Giga, Treasurer, provided an update on the financial position and noted that the net reporting amount of \$100,000 will be used for the grant received for the technology project, and it will decrease as operation expenses are paid. The current fundraising activities and event will help decrease the current deficit and it will be significantly decreased relative to previous years.</p> <p>Moved by Craig McOuat Seconded by Connie Leclair</p> <p>That the financial statement be received.</p> <p style="text-align: right;">Carried</p>	
<p>7. Committee Updates</p>	<p>A) Governance Committee</p> <ul style="list-style-type: none"> • Connie Leclair will formally present again, the Memorandum of Understanding (MOU), Charter, and Terms of Reference documents for review and comments by all members. These documents will also require review by Art Gallery staff and the City’s legal department. The purpose of the documents is to define the roles and responsibilities of the Varley and McKay galleries, Varley McKay Art Foundation Committee and its members. • There was an inquiry related to fundraising and where this responsibilities lies and it was 	<p>Connie Leclair to re-circulate the reference and charter documents to members for review and input.</p> <p>All members are requested to sell 10 tickets</p>

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	<p>suggested that it should be outlined in the appropriate document.</p> <ul style="list-style-type: none"> • There was an additional suggestion to consider including the role of foundation staff and volunteerism in the Charter. <p>B) Fundraising Committee</p> <p>The Chair advised that Al Pickard tendered his resignation due to current demands of his employment and that they are incompatible with the responsibilities as Chair of Fundraising. The Committee thanked Mr. Pickard for his contributions and noted that he will be missed.</p> <p>The Committee discussed the following in relation to fundraising activities:</p> <ul style="list-style-type: none"> • The Glitter and Gold gala event is in six weeks, on November 30, and each member is requested to sell 10 tickets. • There was a callout for volunteers to Chair the Fundraising Committee. • Many prizes have been committed for the raffle and silent auction. Additional ones are being worked on. • Local restaurants will provide food for the event and there are sponsorship commitments from various businesses in the area. • There is consideration to provide complimentary tickets for VIPs, sponsors, etc. 	<p>for the gala fundraiser.</p>
<p>8. New Business</p>	<p>The Chair advised that the Respect in the Workplace training is available and that all members are required to attend. The Committee consented to schedule the training during a meeting in January 2024 so that all may attend.</p> <p>The Committee suggested that the December 11 meeting take place at the Varley Art Gallery for the beginning part and proceed to the Arms for some holiday cheer.</p>	
<p>9. Future Meeting Dates</p>	<p>The next meeting of the Varley-McKay Art Foundation of Markham will be held on November 13, 2023 at 6:00 PM.</p>	
<p>10. Adjournment</p>	<p>Moved by Councillor Reid McAlpine Seconded by Craig McOuat</p>	

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	The Varley-McKay Art Foundation of Markham adjourned at 6:57 PM. <div>Carried</div>	