

VARLEY- MCKAY ART FOUNDATION OF MARKHAM

Monday, June 11, 2018

York Room, Markham Civic Centre

5:00 P.M. – 7:00 P.M.

MINUTES

Attendance:

Board of Directors Present: Terrence Pochmurski, Chair, Sid Karsh, Regional Councillor Nirmala Armstrong, Sammy Lee, Craig McQuat, Amin Giga, Edie Yeomans, and Matthew Reilly

Staff: Niamh O’Laoghair, Director, Varley Art Gallery, Francesca Dauphinais, Cultural Development Officer, and Pamela Cook, Committee Coordinator

Regrets: John Ingram, Howard Back and Santo Natale

Item	Discussion	Action Item
1. Call to Order	The Varley-McKay Art Foundation of Markham convened at 5:43 p.m. with Terrence Pochmurski presiding as Chair.	
2. Disclosure of Pecuniary Interest	None.	
3. Changes or Additions to the Agenda	None	
4. Approval of the Minutes	Moved by Edie Yeomans Seconded by Sid Karsh That the Minutes from the April 9, 2018 Varley-McKay Art Foundation of Markham Board Meeting be adopted as presented.	CARRIED

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5. Business Arising from Minutes a. Review of Action Items	The Chair indicated that he is continuing to meet with Sammy Lee on the Strategic Plan and will have a document for review by the Board at the September meeting. Edie Yeomans reported that a design for the past Board of Directors recognition board has been developed, but is not quite ready for discussion.	Development Committee members Edie Yeomans
6. Director's Report	Gallery Director, Niamh O'Laoghaire reported that on June 5, 2018 the Varley successfully submitted its annual operating grant application to the Ontario Arts Council. As part of the requirements of that submission, the Chair and Craig McQuat signed the 2017 audited financial statements. Signature of the Board Chair is no longer required, but OAC does require Board approval of the application no later than one month after the date of the application online. Moved by Amin Giga Seconded by Sammy Lee, THAT the Varley-McKay Art Foundation of Markham approve the Varley Art Gallery of Markham 2018 Grant Application for operating funds to the Ontario Arts Council. CARRIED The Director further indicated that the Varley has been awarded \$15,000 through the Museum Assistance program of the Department of Canadian Heritage in support of this fall's touring exhibition <i>Witness: Canadian Art of the First World War</i>. An application to the Canada Council for the Arts for contemporary art programming 2019 was submitted; and Young Canada Works (YCW) and Canada Summer Jobs (CSJ) grants has been approved for 2018.	

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	Moved by Amin Giga Seconded by Sammy Lee THAT the Director's Report prepared for the June 11, 2018 meeting of the Varley-McKay Art Foundation of Markham Board be received as presented. CARRIED	
7. Development Officer Report	Francesca Dauphinais, Development Officer's Review April – May 2018 indicated that Summer Camp recruitment is underway. There are 64 Summer Camps running at the Varley Art Gallery in 2018 and each program requires two to four volunteers; or a total of 146 – 300 volunteers over the summer. The Development Officer further reported that Gallery Attendants and Docents are required to assist during the fall exhibitions and staff are working on promoting these opportunities beyond the City's regular channels. The Wallace Joyce Scholarship Award is a \$1,000 bursary created to support students from York Region who are pursuing studies in an art-related field at a post-secondary level. A recipient was selected from the 6 applications and will receive the award at the September 22nd Varley Art Gallery's Fall Exhibition Opening Reception. All board members are encouraged to attend. The Chair and Craig McQuat and their families attended a Meet and Greet event as part of the Summer Exhibition Opening Reception. It was agreed that Board members should be encouraged to attend these events before every opening in order to educate people what the Foundation does in conjunction with the Gallery. Thursday, October 11 2018 the Varley Gala and Auction and will be held at the Toronto Marriott Markham, 170 Enterprise Blvd in Markham. Save the Date Cards	All Board Members

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	have been printed and Board members are encouraged to collect some to share with their contacts. As well Board members are asked to connect with Craig, Terry or Francesca to share any key potential sponsor information. There are three confirmed key sponsors to date and a few in-kind sponsors. A target of 300 guests is suggested for this year's event and Board members are again encouraged to promote the event, solicit sponsorship and donations, sell a minimum of ten tickets, and of course to attend. On a suggestion from Regional Councillor Nirmala Armstrong the Board agreed that it would be good to promote the event as part of a formal City of Markham recognition week. Moved by Edie Yeomans Seconded by Craig McQuat THAT the City of Markham be asked to seek a proclamation for recognition of a City-wide Arts and Cultural Week to be held the second week of October 2018. CARRIED Regional Councillor Nirmala Armstrong agreed to pursue this recommendation with the Mayor and Council and to liaise with Flato Theatre and York University to recognize their efforts as well. The Development Officer reported that there will be a shorter work period covered by the Canada Summer Jobs funds and it may be necessary for the Foundation be asked to cover a couple of additional weeks towards the end of August. The Chair agreed that it seemed an appropriate request. July and August months at the Gallery will focus on the Gala, management of summer jobs and updating the Gallery portal.	All Councillor Armstrong
8. Sub-Committee Reports	a) Art Acquisition Committee	

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	No report was provided. b) Rouge Gala Committee No report provided. c) Development Committee No report provided d) Volunteer Committee No report was provided.	
e) Financial Report	The Treasurer, Sid Karsh reported that filing with Revenue Canada has been complied with for the period ending June 30, 2018. Mr. Karsh extended his well wishes to the Board and thanked them for the opportunity to be a part of the Board of Directors.	
f) New Business	The Chair extended the Board's sincere appreciation for the dedication and support over the past six years from Sid Karsh and wished him well in his retirement. The Chair welcomed Matthew Reilly who was recently appointed by the City to sit on the Varley-McKay Art Foundation of Markham Board of Directors.	
g) Next Meeting Date	The next meeting of the Varley-McKay Art Foundation of Markham will be held on September 10, 2018, 5:00 p.m. at the Gallery.	
h) Adjournment	On a motion from the Board the meeting of The Varley-McKay Art Foundation of Markham adjourned at 5:56 p.m.	

Varley-McKay Art Foundation of Markham - Action Item Tracking as at June 11, 2018

No.	Action Item	Meeting Date	Responsibility of Staff/Board Member	Meeting Date to be Completed By	Status
1.	Meet to establish criteria for recognizing past Board of Directors Create picture of what the founder wall may look like and decide who should be on it	September 8, 2014	Edie Yeomans, and Ernestine Tahedl	September 10, 2018	In progress
2.	Present a work plan with specific objectives.	March 9, 2015	Development Committee – Terrence, Sammy, Niamh	September 10, 2018	In Progress
3.	Get name tags for Board members to wear at events such as Meet and Greet et al if the budget allows.	June 11, 2018	Francesca Dauphinas	Fall, 2018	pending
4.	Work with the Mayor and City of Markham Council to get the second week of October, 2018 declared Arts and Culture Week	June 11, 2018	Regional Councillor Nirmala Armstrong	October, 2018	pending