

**VARLEY- MCKAY ART FOUNDATION OF MARKHAM**

**Monday, November 13, 2017, 5:00 p.m.**

**Varley Art Gallery**

**MINUTES**

**Attendance:**

Board of Directors Present: Terrence Pochmurski, Chair, Edie Yeomans, Sid Karsh, John Ingram, Craig McQuat, Amin Giga, Beverly Schaeffer. Sammy Lee, Phoebe Lo and Howard Back,

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

Regrets: Regional Councillor Nirmala Armstrong, and Santo Natale

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Item</b>
<b>1. Call to Order</b>	The Varley-McKay Art Foundation of Markham convened at 5:07 pm with Terrence Pochmurski presiding as Chair.	
<b>2. Disclosure of Pecuniary Interests</b>	None.	
<b>3. Additions/Changes to the Agenda</b>	None.	
<b>4. Approval of the Minutes</b>	Moved by Craig McQuat Seconded by Sammy Lee  That the September 20, 2017 Varley-McKay Art Foundation of Markham Minutes be approved as presented.  Carried	
<b>5. Business Arising from Minutes</b>	The Board reviewed the Action items from the previous meeting.	

Agenda Item	Discussion	Action Item
<b>6. Director's Report</b>	<p>Niamh O'Laoghaire, Director of the Gallery provided her Director's Report. The full report was circulated to the Board. Some of the highlights of the report included:</p> <p><u>Rouge –Varley Gala</u> The Board was congratulated for the success of the Rouge – Varley Gala and a special thanks was provided to the Gala Committee Members: Zoe Christidis, Amin Giga, Susan Gray, John Ingram, Sammy Lee, Phoebe Lo, Craig McOuat, Terrence Pochmurski, Bev Schaeffer and Alexandrina Young-Pow. Those that showed their support by attending the event were also thanked.</p> <p><u>Ontario Art Council Grant</u> The Gallery has been successful in receiving a grant from the Ontario Art Council (OAC) in the amount of \$31,428. Under the OAC new ranking system, the Gallery increased its ranking to a B+ gallery, which makes the Gallery eligible for more funds from the Province.</p> <p><u>New Logo</u> A sneak peek of the new Varley Gallery logo was unveiled at the Rouge: Varley Gala. A description of the logo and its meaning was provided.</p> <p><u>2018 Challenges</u> Due to the increase in the minimum wage to \$14 per hour, Consumer Price Index increases, and utility increases all Gallery program fees will be raised by 11.92%. Staff are unsure how the fee increase will affect program enrollment, but remain positive as all businesses are facing similar pressures on their fees at this time.</p> <p><u>Varley Staffing</u> A staffing update was provided.</p> <p><u>Forthcoming Events</u> A schedule of the events for the remainder of 2017 was presented to the Board.</p>	

Agenda Item	Discussion	Action Item
	<p><u>Exhibitions</u></p> <p><i>2017</i></p> <p>The fall exhibit “Xiaojing Yan: Out from Amidst the Tranquil Woods” has received positive feedback from attendees.</p> <p><i>2018</i></p> <p>The focus of the 2018 art exhibits is to focus on the centenary of 1918, the year that Varley himself became an official war artist in World War I. Some of the exhibits include:</p> <ul style="list-style-type: none"> <li>• Wafaa Bilal 168:01</li> <li>• Refuge</li> <li>• Witness – Canadian Art of the First World War</li> <li>• Inscapes</li> </ul> <p><u>Public Programs and Events</u></p> <p>An overview of Gallery’s programs and revenue was provided.</p> <p><u>Outreach &amp; Community Events</u></p> <p>The following events were held in support of the Gallery’s strategic priority of developing the gallery as a cultural hub: Pechakucha Night Markham; Artrepreneur; participated in a variety of Canada 150 events; and partnered with Elegoa Cultural Production to support the production of a film called <i>The Call</i>, which is an art project.</p> <p><u>Exhibited Related Programming</u></p> <p>An overview of the exhibited related programming was provided.</p> <p><u>Education Programs</u></p> <p>An update on educational programing was provided.</p> <p><u>Rentals</u></p> <p>The rental program in all areas is proceeding well.</p>	

Agenda Item	Discussion	Action Item
	<p><u>Facilities</u></p> <p>The following update was provided on facilities:</p> <ul style="list-style-type: none"> <li>• courtyard renovation began in October – project is to make the courtyard more open, safe and welcoming</li> <li>• security project (next phase)- card readers are being installed at the doors accessing staff areas</li> <li>• Part of the HVAC system being replaced at the Gallery</li> </ul>	
<p><b>7. Development Officer Report</b></p>	<p>Francesca Dauphinais, Development Officer gave her Development Officer Report. A copy of the report was included with the agenda package. Some of the highlights of the report included:</p> <p><u>Volunteers</u></p> <ul style="list-style-type: none"> <li>• Scheduling for Winter Break Camp is underway</li> <li>• Volunteer recruitment and scheduling for winter classes and March Break camp is in process</li> </ul> <p><u>Rouge: Varley Gala</u></p> <ul style="list-style-type: none"> <li>• 274 guests attended the event (just under the target of 300-350)</li> <li>• Gross Revenue - \$159,044.57</li> <li>• Net Revenue - \$69,396.68</li> <li>• Highest expenses were the venue (\$20K) and the entertainment (over \$30K)</li> <li>• Third highest fundraising event ever</li> <li>• Working with the Silent Auction Company was beneficial</li> <li>• Areas that could be improved: having fewer silent auction items; reducing the entertainment costs; having more higher level sponsors; and having more interactive stations for guests.</li> </ul> <p><u>Canada Summer Jobs Grants</u></p> <ul style="list-style-type: none"> <li>• Cheque received for 4 full time summer student employees</li> </ul> <p><u>Vintages at the Varley: Old World Wines</u></p> <ul style="list-style-type: none"> <li>• Featuring wines from Spain, Portugal and Italy</li> </ul>	

Agenda Item	Discussion	Action Item
	<ul style="list-style-type: none"> <li>• Save the Date: Wednesday, March 21, 2018 from 6:30 – 9:00 pm</li> <li>• Tickets - \$75</li> </ul>	
<p><b>8. Sub-Committee Reports</b></p>	<p>A. <u>Art Acquisition Committee</u></p> <p>Edie Yeomans provided the following Art Acquisition Report:  2017 has been an excellent year for acquisitions.</p> <ul style="list-style-type: none"> <li>• Received donation of 22 Group of Seven works from Jack MacQuarrie</li> <li>• Received donation of a Varley watercolour, <i>Arctic Sketch #1</i>, from Francis Plaunt. This is a companion piece to <i>Arctic Sketch #2</i>, purchased in 2016 by the Varley-McKay Art Foundation on the Gallery's behalf.</li> <li>• Approved purchasing 3 large drawings by Ed Pien for up a combined total of up to \$28,500</li> <li>• Accepted the following donations: a painting and a print by Norval Morisseau, and two Inuit prints, one by Kiashuk and one by Napatchie Pootoogook, subject to a check of their physical condition</li> <li>• Declined an offer to purchase a painting by J.W.G [Jock] McDonald</li> <li>• Accepted the donation of a large digital print by Yvonne Singer, exhibited in 2017's <i>Mother Tongue</i> exhibition</li> </ul> <p>The Board was asked to approve the purchase of three Ed Pien drawings.</p> <p>Moved by Edie Yeomans  Seconded by Sammy Lee</p> <p>That the Board approve the purchase of three (3) large drawings by Ed Pien for up to \$28,500.</p> <p style="text-align: right;">Carried</p> <p>B. <u>Development Committee</u></p> <p>Sammy Lee spoke about the need to develop relationships with other cultural associations/groups, suggesting that establishing these relationships will help draw these groups to the Foundation's fundraising events.</p>	

Agenda Item	Discussion	Action Item
	C. <u>Volunteer Committee</u> No report was provided.	
<b>9. Financial Report</b>	Sid Karsh presented the Varley-McKay Art Foundation of Markham Financial Statements as of September 30, 2017.	
<b>10. New Business</b>	The Board agreed that it would proceed with another fundraising event in 2018.  Moved by Amin Giga Seconded by Craig McQuat  That the Board commit to pursuing another major fundraising event, such as a Gala, in 2018.  Carried	
<b>11. Adjournment</b>	The Varley-McKay Art Foundation of Markham adjourned at 6:15 pm	

**Varley-McKay Art Foundation of Markham - Action Item Tracking**

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 <ul style="list-style-type: none"> <li>Create picture of what the founder wall may look like and decide who should be on it</li> </ul>	September 8, 2014	Edie Yeomans, and Ernestine Tahedl	February, 2018	In progress
2.	Present a work plan with specific objectives.	March 9, 2015	Development Committee – Terrence, Sammy, Niamh	February 12, 2018	In progress