

**VARLEY-MCKAY ART FOUNDATION OF MARKHAM**

**Monday, September 11, 2017, 5:00 p.m.**

**Varley Art Gallery**

**MINUTES**

**Attendance:**

Board of Directors Present: Terrence Pochmurski, Chair, Edie Yeomans, Sid Karsh, Santo Natale, John Ingram, Craig McQuat, Amin Giga, Beverly Schaeffer and Howard Back,

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

Regrets: Regional Councillor Nirmala Armstrong, Sammy Lee, Phoebe Lo

<b>Item</b>	<b>Discussion</b>	<b>Action Item</b>
<b>1. Call to Order</b>	The Varley-McKay Art Foundation of Markham convened at 5:17 p.m. with Terrence Pochmurski presiding as Chair.	
<b>2. Disclosure of Pecuniary Interest</b>	None.	
<b>3. Changes or Additions to the Agenda</b>	None	
<b>4. Approval of the Minutes</b>	Moved by Craig McQuat, Seconded by Amin Giga,  That the Minutes from Varley-McKay Art Foundation of Markham Board Meeting held on June 12, 2017 be adopted as presented.	<b>CARRIED</b>

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<p><b>5. Business Arising from Minutes</b>  <b>a. Review of Action Items</b></p>	<p>The Chair reported that, mid-August he met with Sammy Lee, Chair of the Development Committee regarding the work plan. A meeting with the Gallery Director to review the strategy will be sent up in order to report back to the Board at the November meeting</p> <p>A detailed letter dated June 19, 2017 was received from Niamh O’Laoghaire, Director, Varley Art Gallery of Markham regarding the Annual Transfer of funds to the Gallery. This will be discussed in more detail below in New Business.</p>	
<p><b>6. Director’s Report</b></p>	<p>Gallery Director, Niamh O’Laoghaire reported that due to illnesses and absences of Gallery staff over the summer months, a formal written report would unfortunately not be presented at this time.</p> <p>In mid-August part of the Varley HVAC system began to fail; specifically the air conditioning unit for the lobby, Deacon and activity rooms, causing major problems for the summer camps. The part-time staff were amazing, efficiently moving some camps to the Stuver Mill and another across the road to the Crosby Memorial Centre. Unfortunately others had to be cancelled and necessitated some 120 calls to camp family and a loss of income. Overall the camps at the McKay House remained unaffected, apart from two active wasp nests requiring intervention from pest control.</p> <p>The Gallery had a film shoot in the Varley courtyard in early September. The major card access installation project that had been repeatedly delayed is now in full swing. De-installation of our summer shows and installation of fall shows is underway.</p> <p>At the request of the Mayor, there was participation in the past weekend’s Markham 150 Expo, including installation of a small exhibition at the Civic Centre on Friday, attendance at the Berczy statue unveiling on Saturday and programming for Markham Expo on Sunday.</p>	

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	<p>The Director extended her personal thanks to the Varley staff during the month of August and emphasized that they all went above and beyond in very difficult circumstances under the leadership and guidance of Francesca Dauphinais.</p> <p>The exhibitions and public events will go ahead as scheduled for Fall, 2017, and the refresh of the courtyard is still scheduled. The Varley rebranding project is completed and will be available for viewing at the Rouge Gala, with launching in its entirety in January, 2018. The Varley Twentieth Anniversary publication will also be ready by the end of the year or very early in 2018.</p> <p><b>Public Programs and Events</b>            September 24: 1-2 p.m. Gallery Gab with Xiaojing Yan            September 24: 2-4 p.m. Fall exhibitions launch: <i>Out from among the tranquil woods, Present Perfect Continuous</i> and Zev Ferber’s sound installation <i>Machine Fantasies/Human Events</i>            September 29: PKMarkham vo. 16 at MPL            September 30: Doors Open Markham: Visit of the Vault tours at 1, 2, and 3 pm            October 18: Lunch and Learn for Varley members and the Markham Group of Artists            October 27: 7-10 p.m. Art Social with a Halloween theme.</p>	
<p><b>7. Development Officer Report (July – August, 2017)</b></p>	<p>Francesca Dauphinais, Development Officer, reported that 63 volunteers completed a total of 2194 hours for the Summer Camp activities throughout the summer. Scheduling for Fall Art Programs which begin September 16, 2017 is underway. Recruitment for the Rouge Varley Gala volunteers has commenced and orientation and training is scheduled for October 5, 2017. The Development Officer indicated that an additional order of Tee-shirts will be required.</p>	

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	<p>The Vintages at the Varley event held on Wednesday, June 14<sup>th</sup> was reported, with a gross expenditure of \$10,435.16 and net profit of \$2,036.10. Although well attended, it was suggested that the 2018 event be held in April.</p> <p><b>Rouge Varley Gala</b>            Current sponsorship and monetary donations received to date total \$61,000, with the Presenting Sponsor being the Remington Group at \$20,000. It was requested that all gifts in kind (silent and live auction) donations be submitted to Francesca by Friday, September 15<sup>th</sup>. With complimentary and purchased tickets to date, including the 6 tables still to be processed, current expected attendance is 210 people, with a projected target of 300-350.</p> <p>The Canada Summer Jobs Program budget and report will be presented at the November Board meeting.</p>	
<p><b>8. Sub-Committee Reports</b></p>	<p><b>a) Art Acquisition Committee</b>            Edie Yeomans, Committee Chair reported that, although not finalized, there is proposal for a donation of a painting and print by Norval Morrisseau and two 1960s prints one by each of two Inuit artists, that will be vetted by the next board meeting. The Pudlat and Jack MacQuarrie donations have been certified as cultural property by CCPERB (Canadian Cultural Property Export Review Board).</p> <p><b>b) Rouge Gala Committee</b>            There has been an exceptional variety of artwork and lifestyle items already provided for the silent and live auctions. The anticipated bottom line for the event is \$100,000. Santo Natale thanked Craig, Amin, Howard, Susan and Francesca for their efforts to date and encouraged Board members to purchase and sell tickets.</p>	

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	<p><b>c) Development Committee</b> As suggested above, it was agreed that a report will be presented at the November meeting.</p> <p><b>d) Volunteer Committee</b> No report was provided.</p>	<p>Terrence Pochmurski, Sammy Lee</p>
<p><b>9. Financial Report</b></p>	<p>Sid Karsh, Board Treasurer, presented the Varley-McKay Art Foundation of Markham Statement of Financial Position as of July 31, 2017, Statement of Operations and Changes in Fund Balances for the period ended July 31, 2017 and Year Ending December 31, 2016, and Statement of Cash Flows for Period Ended July 31, 2017 for review and discussion by the Board.</p> <p>Sid further indicated that the 2016 Financial report has been posted on the CRA website</p>	
<p><b>10. New Business</b> <b>a. Gallery Request for Funding</b></p>	<p>At the last meeting of the Board it was explained that without the Art Auction, the Gallery will need to provide a detailed letter breaking down the specifics of the anticipated \$27,000 expenditures for 2017. The Board was reminded that the Foundation’s mission and vision is to provide financial assistance to the Gallery, and that with written documentation, all requests will be addressed in accordance with the Foundation’s mandate.</p> <p>A formal letter, dated June 19, 2017 (Appendix 1) was received from Niamh O’Laoghaire, Director, Varley Art Gallery of Markham, indicating that pursuant to the Foundation’s decision to reduce by \$22,000 its 2017 annual transfer to the Varley Art Gallery the Director rescinded the previous request and asks that the Varley-McKay Art Foundation of Markham transfer to the Varley Art Gallery: (i) \$5,000 from the Foundation’s Unrestricted General Fund in support of operations, and (ii) \$15,000 from the Foundation’s Designated Fund in support of exhibitions. Seven exhibitions which celebrate the work of F.H. Varley, support local and regional artists</p>	

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	<p>and reflect the changing face of the City of Markham originated by the Gallery and curated by Anik Glaude were formally outlined in the letter.</p> <p>Moved by John Ingram, Seconded by Edie Yeomans,</p> <p>THAT the Varley-McKay Art Foundation of Markham receive the letter dated June 19, 2017 from the Director, Varley Art Gallery of Markham regarding the Annual Transfer to the Varley Art Gallery of Markham and further,</p> <p>THAT the Foundation approve the transfer of funds to the Varley Art Gallery of Markham as outlined and requested in the above-referenced.</p> <p style="text-align: right;">CARRIED</p>	
<p><b>b. Appointment of Board Secretary</b></p>	<p>Moved by Howard Back, Seconded by Beverly Schaeffer</p> <p>THAT Amin Giga be appointed as Secretary, Board of Directors, Varley-McKay Art Foundation of Markham.</p> <p style="text-align: right;">CARRIED</p>	
<p><b>e) Next Meeting Date</b></p>	<p>The next meeting of the Varley-McKay Art Foundation of Markham will be held on <b>November 13, 2017</b>, at 5:00 p.m. at the Gallery.</p>	
<p><b>f) Adjournment</b></p>	<p>On a motion from the Board the meeting of The Varley-McKay Art Foundation of Markham adjourned at 6:16 p.m.</p>	

**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 Tahedi	June 21, 2015	In progress
2.	Present a work plan with specific objectives.	March 9, 2015	Development Committee – Terrence, Sammy, Niamh	November 13, 2017	November 13, 2017
3.	Write a detailed letter to the Board outlining specifics for any expenditures in support of any and all financial support from the Foundation.	September 12, 2017	Niamh O'Laoghaire	September 11, 2017	Pending Completed June, 2017