

**VARLEY- MCKAY ART FOUNDATION OF MARKHAM**

**Monday, April 9, 2018, 5:00 p.m.**

**Varley Art Gallery**

**MINUTES**

**Attendance:**

Board of Directors Present: Terrence Pochmurski, Chair, Regional Councillor Nirmala Armstrong, Sid Karsh, John Ingram, Francesca Dauphinais, Howard Back, Edie Yeomans and Sammy Lee

Staff: Niamh O’Laoghaire, Director, Varley Art Gallery, and Laura Gold, Council/Committee Coordinator

Regrets: Amin Giga, Craig McQuat, 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 John Ingram Seconded by Sid Karsh  That the February 12, 2018 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.	

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	<p>It was confirmed that the concert asked about at the last meeting will be held on June 12 at the Gallery.</p> <p>Edie Yeomans reported that she is still working on the recognition program for past directors.</p> <p>Action items 3 and 4 have been completed and can be removed from the list of action items.</p>															
6. Director’s Report	<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>Congratulations for the Success of Vintages</u> The Foundation was congratulated for the success of its Vintages at Varley event held on March 21, 2018 at the Gallery.</p> <p><u>Funding Request</u> The funds below are being requested from the Foundation to support the Gallery. The funds are for items that support the strategic goals of the Gallery.</p> <table><tr><td>Exhibition: Inscapes</td><td>\$5,000</td></tr><tr><td>Exhibition: Refuge</td><td>\$10,000</td></tr><tr><td>Exhibition: Witness Canadian Art of the First World War</td><td>\$20,000</td></tr><tr><td>YCW 6 month Assistant Curator position, salary assistance</td><td>\$3,000</td></tr><tr><td>Professional Development for Varley Staff</td><td>\$4,000</td></tr><tr><td>Support for the Varley’s Access to Digital Art Program through Technology (ADAPT)</td><td>\$5,000</td></tr><tr><td></td><td><b>\$47,000</b></td></tr></table>	Exhibition: Inscapes	\$5,000	Exhibition: Refuge	\$10,000	Exhibition: Witness Canadian Art of the First World War	\$20,000	YCW 6 month Assistant Curator position, salary assistance	\$3,000	Professional Development for Varley Staff	\$4,000	Support for the Varley’s Access to Digital Art Program through Technology (ADAPT)	\$5,000		<b>\$47,000</b>	
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	<p><u>Professional Development</u> All Varley staff are encouraged to attend professional development events when possible and when funds permit. A list of events recently attended by staff are listed in the Director's Report.</p> <p><u>Varley Staffing</u> Hired Carolyn Douse, Communications Assistant replacing Charlene Lo. The interview process to replace and Information Services Attendant 2 has already begun.</p> <p><u>Varley Board Package</u> A soft copy of the revised 2018 Varley Board Information Package incorporating the new logo and a brief bio of new staff members was distributed. Hard copies to be provided based on request.</p> <p><u>Exhibitions</u> The 2018 exhibition schedule remains the same as outlined in detail in the November 2017 Board Report. The exhibition schedule is as follows:</p> <table> <tr> <th>Season</th><th>Intro and Main Gallery</th><th>Collections Gallery</th></tr> <tr> <td>Winter January 19 to April 29, 2018</td><td><i>Wafaa Bilal: 168:01</i> organized and circulated by the Art Gallery of Windsor</td><td><i>Inscapes</i> Organized by the Varley Art Gallery</td></tr> <tr> <td>May 19 to September 3, 2018</td><td><i>Refuge</i> Organized by the Varley Art Gallery</td><td><i>Inscapes</i> refresh</td></tr> <tr> <td>September 15 to January 2019.</td><td><i>Witness – Canadian Art of the First World War</i></td><td><i>Inscapes</i> refresh</td></tr> </table>	Season	Intro and Main Gallery	Collections Gallery	Winter January 19 to April 29, 2018	<i>Wafaa Bilal: 168:01</i> organized and circulated by the Art Gallery of Windsor	<i>Inscapes</i> Organized by the Varley Art Gallery	May 19 to September 3, 2018	<i>Refuge</i> Organized by the Varley Art Gallery	<i>Inscapes</i> refresh	September 15 to January 2019.	<i>Witness – Canadian Art of the First World War</i>	<i>Inscapes</i> refresh	
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	<table border="1" data-bbox="590 277 1640 362"> <tr> <td data-bbox="590 277 863 362"></td><td data-bbox="863 277 1293 362">organized and circulated by the Canadian War Museum</td><td data-bbox="1293 277 1640 362"></td></tr> </table> <p data-bbox="590 402 1640 508"><u>Public Programs and Events</u> Public Programs at the Varley are now coordinated by Rachel D’Oliverira Fell. A list of the Varley’s public programs is listed in the Director’s Report.</p> <p data-bbox="590 548 1640 654"><u>Rentals</u> Rentals in all areas at the Gallery are proceeding well. Advertising is being done to promote the venue as a “wedding chapel”.</p> <p data-bbox="590 695 1640 841"><u>Discussion</u> The Board reviewed the funding request and discussed if it should fully or partially support the request. It also discussed how it would fund the request. After some discussion it agreed to fund the full request.</p> <p data-bbox="590 881 1640 946">Moved by John Ingram Seconded by Howard Back</p> <p data-bbox="590 987 1640 1060">That the funding requests of the Varley Art Gallery in the amount of \$47,000 be approved.</p> <p data-bbox="1486 1060 1581 1092">Carried</p>		organized and circulated by the Canadian War Museum		
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<p data-bbox="247 1101 506 1174"><b>7. Development Officer Report</b></p>	<p data-bbox="590 1101 1640 1206">A copy of the Development Officer report was included with the agenda package. The report included an update on volunteers; the Rouge: Varley Gala; Canada Summer Jobs Grants; and Vintages at the Varley: Old World Wines as follows:</p> <p data-bbox="590 1247 1640 1320"><u>Volunteers</u> An update on volunteers was provided.</p>				

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	<p><u>Rouge: Varley Gala</u></p> <p>The event will take place on October 11, 2018 at the Marriott. Save the date cards will be sent out in April. Fran Dauphinais recently visited the hall to determine the lighting, décor and A/V options for the event. Tickets will be available through Eventbrite starting April 9, 2018. Directors were encourage to advise the Varley Gala Committee of any potential sponsors of the event.</p> <p>Confirmed Sponsors to date are as follows:</p> <table><tr><th>Sponsor Name</th><th>Amount</th></tr><tr><td>Kylemore</td><td>\$2,500</td></tr><tr><td>Cole Engineering</td><td>\$1,000</td></tr><tr><td>Lakeview Wine Co</td><td>In kind</td></tr><tr><td>East Dell Wine</td><td>Partial donation of wine</td></tr></table> <p><u>Canada Summer Job Grants</u></p> <p>Examining office space availability, looking to host the Foundation Summer Students at the McKay Art Centre. Request submitted to ITS for 3 loaner computers and a printer for the students. Access to WiFi at the McKay Art Centre is currently a challenge, as the facility is not currently connected to the City’s internet.</p> <p><u>Vintages at the Varley: Old World Wines</u></p> <p>The event was held on March 21, 2018 at the Varley Art Gallery. It featured wines from Spain, Portugal and Italy. There were 108 tickets issued (including complimentary tickets).</p> <p>It was noted that there were 26 bottles of wine left over from the event. The Foundation suggested using the wine for the Gala. It can either be put in the silent auction or be used for a game where attendees pay a small fee and pick a random bottle of wine, which could be from \$20 to \$100. It was noted that that the wine</p>	Sponsor Name	Amount	Kylemore	\$2,500	Cole Engineering	\$1,000	Lakeview Wine Co	In kind	East Dell Wine	Partial donation of wine	
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	<p>could not be re-used to serve at another event based on the term of the special event permit.</p> <p>The Foundation discussed whether it should proceed with the event next year, as it only raised \$1,467.19 in net revenue.</p> <p>After some discussion, the Foundation agreed to continue with the event next year, but with more Directors helping with planning and undertaking of the event, and with ticket sales. The Foundation did not think it was fair that Santo Natale had been primarily responsible for the event in the past.</p> <p>It also discussed: focusing on Ontario wines; having both wine and beer tasting at the event; and holding the event in May or June of 2019.</p>	
<b>8. Sub-Committee Reports</b>	<p>There were no reports from Sub-Committees. The outcomes were discussed as a part of Development Officer Report.</p>	
<b>9. Financial Report</b>	<p>Sid Karsh, Treasurer presented the Varley-McKay Art Foundation of Markham Draft Financial Report as of December 30, 2017, and the proposed 2018 Business Plan. The financial statements could not be approved by the Board until they are reviewed by the auditor.</p> <p>The Foundation discussed the high cost of acquiring Varley artworks and possible ways of funding these types of acquisitions in the future. It suggested that it could ask the City of Markham for a loan if an opportunity to purchase a Varley artwork arose. It also asked if the Gallery had any artwork that could be sold off to raise funds for future art acquisitions.</p> <p>The Director of the Gallery advised that the Varley's art collection is not large enough to make it worth while to sell off artwork, as the artwork that could be sold off would not raise that much money.</p>	

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<b>10. New Business</b>	<p><u>Varley Trade Mark</u></p> <p>The Foundation discussed Tribute using the Varley name for its development, as the Foundation or the City owns the copyright to the name, noting that the copyrights for “Varley” is for 50 years and is expiring in 18 months i.e. in 2020.</p> <p>After some discussion, the Foundation agreed to ask Tribute to sponsor its Gala in exchange for the use of the name rather than pursuing the issue legally, as some time has already passed.</p> <p><u>New Directors</u></p> <p>It was noted that new candidates need to be recruited to serve on the Board. The City will advertise the vacancies. It was suggested that a event to attract potential Board of Directors be held.</p>	Advertise Board vacancies – Laura Gold
<b>11. Next Meeting Date</b>	<p>The next meeting will take place on June 11, 2018</p> <p>2018 Meeting Dates: September 10, 2018 November 12, 2018</p>	
<b>12. Adjournment</b>	The Varley-McKay Art Foundation of Markham adjourned at 6:45 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	April 9, 2018	In progress
2.	Present a work plan with specific objectives.	March 9, 2015	Development Committee – Terrence, Sammy, Niamh	April 9, 2018	In progress
3.	Recruit new Board of Directors	April 9, 2018	Laura Gold	April 9, 2018	In progress