

VARLEY- MCKAY ART FOUNDATION OF MARKHAM

Monday, January 11, 2016

Varley Art Gallery

5:00 P.M. – 7:00 P.M.

MINUTES

Attendance:

Board of Directors Present: Terrence Pochmurski, Chair, Paul Keeling Vice- Chair, Councillor Don Hamilton, John Ingram, Sid Karsh, Sammy Lee, Beverly Schaeffer, Howard Back, Ernestine Tahedl, and Craig McQuat

Staff: Niamh O’Laoghair, Director, Varley Art Gallery, Laura Parsons, Cultural Development Officer, and Pamela Cook, External Committee Clerk

Regrets: Santo Natale, Susan Gray, Howard Back and Edie Yeomans

Item	Discussion	Action Item
a. Call to Order	The Varley-McKay Art Foundation of Markham convened at 5:12 p.m. with Terrence Pochmurski presiding as Chair.	
b. Disclosure of Pecuniary Interest	None	
c. Changes or Additions to the Agenda	None	
d. Approval of the Minutes	Moved by Councillor Don Hamilton Seconded by Sid Karsh That the Minutes from the December 14, 2015 Varley-McKay Art Foundation of Markham Board Meeting be adopted as presented.	CARRIED

Item	Discussion	Action Item
a. Business Arising from the Minutes	The Committee reviewed the action items from the previous meeting. Moved by John Ingram Seconded by Ernestine Tahedl THAT the Varley-McKay Art Foundation of Markham approve an allocation of \$27,000 (Twenty-seven Thousand Dollars) to the Varley Art Gallery to be paid in June, 2016 upon receipt of a letter from the Director. CARRIED	
e. Director's Report	Niamh O'Laoghaire, Director of Varley Art Gallery presented the Director's Report, which included the Varley Art Gallery Strategic Plan, Attendance Record 1998 through 2015, Organizational Excellence activities, the Varley 2016 exhibition program, and an update on public programs and events. The proposed Varley Art Gallery of Markham Strategic Plan 2014-2018, was presented to the Board for review and discussion by the Committee. Moved by John Ingram Seconded by Bev Schaeffer THAT the Varley-McKay Art Foundation of Markham receive the Varley Art Gallery of Markham Strategic Plan 2014 – 2018, and further, THAT the Plan be endorsed by the Varley-McKay Art Foundation of Markham and that this endorsement be conveyed to the City of Markham when the Plan is submitted to the City of Markham for review and approval. CARRIED The attendance report requested by the Committee at the last meeting showed a record attendance 52,554 for 2015 at the Gallery and included exhibition attendees, campers, art	

Item	Discussion	Action Item
	classes, public and educational programs, all onsite activities as well as McKay art class and exhibition rentals. Gallery staff are finalizing statistics and key performance indicators for 2015 and preparing the 2016 Budget, and are finalizing the upgrades of the Gallery's Internal Security and Emergency Manual and will also complete a Business Continuity Worksheet as part of the City's Business Continuity Plan The next exhibition, in the Main Gallery will be <i>Sarah Cale: Instants passing through the air I breathe</i> and in the Collections Gallery <i>On Your Mark! F.H. Varley, Kate Wilson and Claire Scherzinger</i>. The latter will include two Varley drawings recently donated by the Wayne-Tychsen Family. The exhibitions are scheduled for January 23rd through May 8th. These exhibits will be highlighted on January 31st with an Artist's talk by Sarah Cale, followed by an Opening Reception from 2-4 p.m.	
f. Development Officer Report	Laura Parsons, Development Officer reported that Winter Art Class volunteers have been recruited and trained; eleven of the eighteen are new to the gallery, and 34 of the 84 March Break positions have been filled by 6 volunteers. The Committee discussed the proposed Varley Art and Artisan Show to be held in the Gallery December 3 and 4, 2016 and agreed that it should be pursued further. Participants will be juried by staff and Committee members and will include categories of art, jewellery, décor, gourmet items, and spa and beauty with participants receiving 100% of their sales. It was further suggested that the event would reflect a Christmas Market type event, to occur during the Unionville Christmas Festival.	
g. Sub-Committee Reports	A) Art Auction Committee The Art Auction Committee met prior to the Board meeting and reported they had approved a half page advertisement in <i>Canadian Art Magazine</i>, to be published in the Spring. Board Member Santo Natale has offered to assist with refreshment sponsorship for the Auction.	

Item	Discussion	Action Item
	The Committee is working on sponsorship sheets, and acquiring auctioneer assistance at a reduced fee or no cost fee. The Chair indicated that the Committee will prepare a more formal proposal for discussion at the next meeting. B) Acquisitions Committee No report was provided C) Development Committee No report was provided. D) Volunteer Committee No report was provided.	Art Auction Committee
h. Financial Report	Sid Karsh, Treasurer indicated the once the City responds to the Year End Financial Statements, a report will be brought forward to the Board.	
i. New Business	a. Discussion on Changing the MOU The Board discussed the suggestion of increasing the MOU clause for Council approval required to purchase artwork exceeding \$100K for the Gallery. It was agreed that the Board was comfortable with the current timelines and did not consider it necessary to request an adjustment at this time. b. Meeting Dates It was agreed that, pursuant to the Committee Terms of Reference, the Board revise their schedule to meet February 8th, April 11th, June 13th, September 12th, and November 14th, 2016. Special meetings can be held at the Call Of The Chair and sub-Committees will continue with their schedule as required.	Pamela Cook/Laura Gold

Item	Discussion	Action Item
c. Next Meeting Date	The next meeting of the Varley-McKay Art Foundation of Markham will be held on Monday, February 8 th 2016, at 5:00 p.m. at the Gallery.	
d. Adjournment	On a motion from the Board the meeting of The Varley-McKay Art Foundation of Markham adjourned at 6:24 p.m.	

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 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	January 2015	See Item 5. September 14 th Meeting Notes
2.	Present a work plan with specific objectives.	March 9, 2015	Development Committee	April 13, 2015	Discussion suspended pending direction from the City
3.	Consult with the City's Legal Department on what is entailed to update the clause in the MOU regarding requiring Council approval for purchases over \$100K.	December 14, 2015	Laura Gold	January 11, 2016	Withdrawn January 11, 2016
4.	Notify City of Markham regarding new meeting dates for Committee and send out adjustments accordingly	January 11, 2016	Pamela Cook	February, 2016	Completed