

**VARLEY- MCKAY ART FOUNDATION OF MARKHAM**

**Monday, November 9, 2015**

**Varley Art Gallery**

**5:00 P.M. – 7:00 P.M.**

**MINUTES**

**Attendance:**

Board of Directors Present: Terrence Pochmurski, Santo Natale, John Ingram, Sid Karsh , Paul Keeling, Sammy Lee, Ernestine Tahedl, Beverly Schaeffer, and Craig McQuat

Staff: Niamh O’Laoghair, Director, Varley Art Gallery, Laura Parsons, Cultural Development Officer, Moe Hosseini-Ara and Pamela Cook, External Committee Coordinator

Regrets: Councillor Don Hamilton, Edie Yeomans, Susan Gray, and Howard Back

Guest: Bill Pickering, Former Board Member

| Item                                         | Discussion                                                                                                                                                                      | Action Item |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>1. Call to Order</b>                      | The Varley-McKay Art Foundation of Markham convened at 4:59 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> | It was agreed to move Item 10 c) Board of Directors Recognition forward to accommodate Guest, Mr. Bill Pickering, Former Board Member.                                          |             |
| <b>4. Approval of the Minutes</b>            | Moved by Sammy Lee<br>Seconded by John Ingram<br><br>That the Minutes from the September 14, 2015 Varley-McKay Art Foundation of Markham Board Meeting be adopted as presented. | CARRIED     |

| Item                                                          | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Action Item                               |
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| a. <b>Business Arising from the Minutes</b>                   | The Committee reviewed the action items from the previous meeting and agreed that Item 5 had been completed. Laura Gold, Committee Co-ordinator, City of Markham will be asked to confirm the criteria for scholarship for discussion at the next meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Laura Gold                                |
| 5. <b>New Business 10 (c) –Board of Directors Recognition</b> | <p>Mr. Bill Pickering, Former Board Member, Varley-McKay Art Foundation followed up on his presentation at the last meeting concerning the recognition of Esther Beaupre, one of the Founding Members of the Board of Directors. It was directed at the last meeting that the Foundation Board set up a sub-committee to investigate a format for recognizing members of the former and current Boards of Director and that a report be submitted no later than December 31, 2015. Mr. Pickering indicated that he was able to obtain hard copies of Board minutes back to 2000. The Town of Markham first appointed the Board of Directors of the Foundation in 1993 and the Gallery opened in 1997. The Clerk's Office at the City has agreed to pull past minutes from offsite storage. It was commented that the Town's Council Minutes from the Annual General Minutes for the Foundation would clearly indicate any appointments to the Board of the Foundation. In the interim, the Chair indicated that he would check with Don Hindson and determine whether they may have copies of the minutes from that time frame.</p> <p>Mr. Pickering left the meeting, the time being 5:10 p.m.</p> | <p>Laura Gold / Pamela Cook<br/>Chair</p> |
| 6. <b>Director's Report</b>                                   | <p>Niamh O'Laoghraire, Director of the Gallery formally extended her personal and the Gallery's gratitude to Santo Natale for the very successful <b>Vintages at the Varley</b> event held on October 7<sup>th</sup>. Mr. Natale conceived of the program, found sponsorship and sold the majority of tickets for the event. Eighty percent of the attendees were new to the Varley Art Gallery, and a profit of approximately \$5,000 to be shared equally with the Gallery and the Foundation was achieved.</p> <p>The Government of Ontario has launched Culture Talks, a province-wide, public consultation format to explain their Culture Strategy. There will be a presentation on November 10<sup>th</sup> at the Transportation Hall, Markham Museum, and the Director highlighted the fact that all stakeholders are encouraged to participate in inspiring conversations with local arts and culture personalities.</p>                                                                                                                                                                                                                                                                  |                                           |

| Item | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Action Item |
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|      | <p><b>Exhibition Program</b></p> <p>The two major fall exhibitions, Brendan Fernandes <i>In Position</i> and Jennie Suddick <i>Of nails and rope ladders</i> are currently available and will run until January 10, 2016. Three of the twenty works from the J.J. MacQuarrie collection are currently on show in the Gallery.</p> <p>Curator Anik Glaude has arranged the 2016 exhibition program, which involves the overarching exploration of products and processes of mark-making. Toronto based painter Sarah Cale's work, <i>On Your Mark!</i>: <i>An exhibition of Drawings by F.H. Varley and Kate Wilson</i> will be on display from January 30<sup>th</sup> to May 8<sup>th</sup>.</p> <p>From May 18<sup>th</sup> to September 5<sup>th</sup>, the <i>Visualizing a Culture for Strangers: Chinese Export Paintings from the Nineteenth Century</i>, on loan from the Art Gallery of Greater Victoria will be displayed in the main Gallery and works by contemporary Chinese-Canadian artist Ed Pien in the Introduction Gallery as part of On Your Mark! . The exhibit in the Main Gallery will be of great interest to Markham's Chinese community and the Gallery still requires assistance in identifying individuals, businesses or organizations that could possibly provide sponsorship for the show.</p> <p><b>Public Programs and Events</b></p> <p>Public programs at the Varley, coordinated by Cheryl Rego, comprise all non-curriculum based activities, including summer and winter art camps, adult and pre-teen art classes, and children's weekend classes. Fall classes and programs have started, and the Director highlighted upcoming events such as <i>Jennie Suddick in conversation with Anik Glaude; PechaKucha Volume 9 at the Varley; Artists' Trading Card Event; and Fashion show with youth group Creativity Through the Arts. She also encouraged all to attend two events coordinated by Administrator Doriana Cabeceiras: the invitation-only Director's Circle Evening; and the open to all Gingerbread Build, a fundraising event mounted by Habitat for Humanity at the Varley.</i></p> |             |

| Item                                 | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Action Item |
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|                                      | <p><b>Staffing</b></p> <p>Heather Hogan, Varley's Communication Assistant, who returned from leave in August accepted a position at the City and left October 27<sup>th</sup>. The position has been posted and interviews conducted. It is anticipated that the position should be filled this week.</p> <p>The Foundation's 2015 application to the Canada Summer Jobs Program of the Federal Government for a <b>Gallery Animeur</b> was so successful that the Foundation staff would like to apply again for next year. Due to intent to expand the volunteer corps and the historical high turnover of camp staff during the summer, the Varley also requests that the Foundation apply for a second position for a Camp Volunteer Coordinator through the grant program. The summer camp program contributes over 50% of the annual program revenue and the grant would cover 100% of minimum wage for these positions, with the Foundation covering any overage in hourly wage, vacation pay and benefits, and WSIB costs.</p> <p>Moved by John Ingram<br/>Seconded by Ernestine Tahedl,</p> <p>THAT the Board approve the application for a Gallery Animeur and a Summer Camp Volunteer Coordinator through the Canada Summer Jobs Program of the Federal Government, and</p> <p>THAT the Foundation agrees to provide any overage costs for hourly wage, vacation pay, benefits, and WSIB.</p> <p>CARRIED</p> <p>The Director further announced that unfortunately the application for the grant from the COMPASS program was not successful.</p> |             |
| <b>7. Development Officer Report</b> | <p>Laura Parsons, Cultural Development Officer for the Foundation presented her review for November, 2015.</p> <p><b>Vintages at the Varley</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |

| Item                                   | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action Item |
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|                                        | <p>Again Ms. Parsons thanked Santo for his dedication and contribution to the success of the Vintages at the Varley event, mounted jointly by the Foundation and the Gallery. The outreach focus of increasing public awareness for the Gallery was overwhelming achieved, with revenue of \$10,431, and it was agreed that the event should be repeated in 2016. There was a discussion about involving the Markham Museum next year to possibly allow for a larger venue and/or a second event.</p> <p><b>Garden in White</b><br/>The Committee is looking at special ways to celebrate the fifth anniversary next year, with suggestions including changing the name to <i>Varley in White</i> and changing the venue to the Gallery.</p> <p><b>2016 Art Auction</b><br/>The Varley Art Gallery is preparing a two-page 'save the date' of May 18, 2016 ad for <b>Markham Life Magazine</b> to be circulated in February 2016 to promote art gallery activities, programs, and upcoming exhibitions. Paul Keeling has agreed to Chair the event and has acquired a \$5,000 sponsorship agreement from IBM.</p> <p><b>Foundation Website</b><br/>The domain name of the Varley-McKay Art Foundation has been changed from <i>VisittheVarley.com</i> to <i>varleymckayartfoundation.com</i>. Moving forward Website content and printed materials will reflect the new site name.</p> |             |
| <p><b>8. Sub-Committee Reports</b></p> | <p><b>A. Art Acquisition Committee</b><br/>Edie Yeomans indicated there was nothing to report at this time.</p> <p><b>B. Art Auction Committee</b><br/>Paul Keeling indicated that IBM's sponsorship of \$5,000 to the Gallery for admission and \$5,000 to the Foundation for the 2016 Art Auction has been secured from IBM.</p> <p><b>C. Development Committee</b><br/>It was agreed that the Committee would meet and report to the December, 2015 Board</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |             |

| Item                              | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Action Item                                                                                       |
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|                                   | meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                   |
| <p><b>9. Financial Report</b></p> | <p><b>D. Volunteer Committee</b><br/>Nothing to report at this time.</p> <p>Sid Karsh presented the Varley-McKay Art Foundation of Markham Statement of Financial Position September 30, 2015 and Statement of Cash Flows Quarter Ended September 30, 2015.</p> <p>Moved by John Ingram<br/>Seconded by Paul Keeling,</p> <p>THAT the Varley-McKay Art Foundation of Markham make its annual transfer of \$27,000 (Twenty-seven Thousand Dollars) in contribution to the operations of the Varley Art Gallery in 2015.</p> <p>CARRIED</p>                                                                                                                                                                         | <p>Laura Gold / Pamela Cook to forward approved motion to Finance Department, City of Markham</p> |
| <p><b>10. New Business</b></p>    | <p><b>a) Strategic Plan</b><br/>No report at this time</p> <p><b>b) Nomination of Johanna Meharg to receive Recognition</b><br/>The Board received a letter from Elizabeth Plashkes, Former Chair Markham Varley Art Auction and Former Vice Chair Markham Varley Art Foundation, requesting that Johanna Meharg receive recognition of her many years of donated time and energies to the arts in Markham.</p> <p>Moved by Ernestine Tahedl,<br/>Seconded by Paul Keeling,<br/><b>THAT</b> the Varley-McKay Art Foundation of Markham Board of Directors investigate a format and design to appropriately recognize persons dedicated to the Foundation and Gallery in their support of the arts in Markham,</p> | <p>Niamh / Paul</p>                                                                               |

| Item                         | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Action Item      |
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|                              | <p>And Further,<br/> <b>THAT</b> Johanna Meharg be receive formal recognition award for her many years of dedication to the arts in Markham at the November 27, 2015 Director's Circle.</p> <p>c) <b>McKay House Repairs</b><br/> Beverley Schaffer expressed concern about state of the grounds of the McKay House. The building is heavily scheduled for programs and is budgeted for painting and minor cosmetic repairs. Moe Hosseini-Ara indicated he would put in a request to the City to designate a portion of their <i>Life Cycle Funds</i> to attend to the additional concerns expressed by the Board.</p> | Moe Hosseini-Ara |
| <b>11. Next Meeting Date</b> | The next meeting of the Varley-McKay Art Foundation of Markham will be held on Monday, December 14, 2015 at 5:00 p.m. at the Gallery.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |
| <b>12. Adjournment</b>       | On a motion from the Board the meeting of The Varley-McKay Art Foundation of Markham adjourned at 6:16 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                                                                        | September 8, 2014        | Edie Yeomans, and Ernestine Tahedl   | December 2015                   | Ongoing              |
| 2.  | <del>Look at past minutes on why the scholarship was established</del>                                                                    | <del>March 9, 2015</del> | <del>Laura Gold</del>                | <del>April 13, 2015</del>       | <del>Completed</del> |
| 3.  | Present a work plan with specific objectives.                                                                                             | March 9, 2015            | Development Committee & Board Chair  | December 14, 2015               |                      |
| 4.  | Strategic Plan                                                                                                                            | June 16, 2015            | Chair                                | Fall 2015                       |                      |
| 5.  | Forward Copy of Approved Minutes to City of Markham Finance Department regarding the annual transfer of funds from Foundation to Gallery. | November 9, 2015         | Committee Secretary / Clerk's Office | December 14, 2015               |                      |
| 6   | Facilitate appropriate recognition award for Past Board members and persons dedicated to Art in Markham                                   | November 9, 2015         | Niamh O'Laoghaire / Paul Keeling     | November 27, 2015               |                      |