

VARLEY- MCKAY ART FOUNDATION OF MARKHAM

Monday, December 14, 2015

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, Edie Yeomans, and Craig McQuat

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

Regrets: Santo Natale, Susan Gray, and Ernestine Tahedl

Guest: Bill Pickering, Former Board Member

Item	Discussion	Action Item
1. Call to Order	The Varley-McKay Art Foundation of Markham convened at 5:08 p.m. with Terrence Pochmurski presiding as Chair.	
2. Disclosure of Pecuniary Interest	None	
3. Changes or Additions to the Agenda	None	
4. Board Records and Archives	Bill Pickering, Past Board of Director provided an update on the records of the Foundation’s past meeting minutes. A handout with all of the documentation found was circulated to the Board. The documentation included: • hard copy of the minutes from 1990 to 1995 (some minutes may be missing) • electronic minutes from 2000 to 2005 (complete set) • minutes from 2005 until now are available on the City’s website	

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	The Board thanked Bill Pickering for his help with the project.	
5. Approval of the Minutes	Moved by Craig McQuat Seconded by Paul Keeling That the Minutes from the November 9, 2015 Varley-McKay Art Foundation of Markham Board Meeting be adopted as presented. CARRIED	
a. Business Arising from the Minutes	The Committee reviewed the action items from the previous meeting.	
6. Director's Report	Niamh O'Laoghaire, Director of Varley Art Gallery presented her Director's Report. The report included the following: 1) an update on the Varley Art Gallery Strategic Plan; 2) suggested procedures for art purchases from art auctions; 3) An overview of some of the Director's current activities; 4) the Varley 2016 exhibition program; 5) an update on public programs and events; 6) an update on art classes and camps; 7) a list of upcoming events; 8) an overview of the educational programs at the Varley; 8) an update on rentals at the Varley; 9) an update on staffing at the Varley; 10) an update on 2015 and 2016 capital programs; and 11) an update on the security project. A copy of both the Director's Report and the proposed Varley Art Gallery of Markham Strategic Plan 2014-2018, were circulated with the agenda package. Staff are hoping to bring the strategic plan to Council for approval in early February 2016. The Board was asked to provide its endorsement of the strategic plan. It agreed to endorse the strategic plan by email prior to the end of the year. The Board discussed the clause in the MOU, which requires the Board to obtain Council approval to purchase artwork over \$100K. It suggested that this amount be increased due to the recent cost of purchasing artwork for the Gallery's collection. Also, because it is challenging to acquire artwork over \$100K from an art auction due to the time it takes to get	Provide endorsement of Strategic Plan by the end of 2015 - Board

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	Council to approve the purchase. The Clerk was asked to consult with the City's Legal Department on what is entailed to update this clause in the MOU. The Director of Gallery noted that attendance at the Gallery has increased in 2015. The Board asked the Director to create a report on the Gallery's attendance over the last several years. The Board discussed the possibility of increasing its transfer to the Gallery. The Treasurer advised that the Board would need to increase the funds it raises from its fundraising events to be able to do this without depleting its other funds. It was suggested that Director of the Gallery bring specific funding requests to the Board. The Board can then fundraise for the specific event/project.	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 – Laura Gold Create attendance report – Director of the Art Gallery
7. Development Officer Report	Laura Parsons, Development Officer provided the Development Officer Report. The report included an update on the following: 1) the open house being held on Thursday, December 17, 2015; 2) Volunteers; 3) the City of Markham Volunteer Program; and 4) the Development Officer work plan for the December 2015.	
8. Sub-Committee Reports	A) Art Acquisition Committee No report was provided. B) Art Auction Committee Paul Keeling reported that the Art Auction will be held on May 18, 2016. The Committee will start to meet in January 2016. C) Development Committee No report was provided.	

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	D) Volunteer Committee No report was provided.	
9. Financial Report	Sid Karsh, Treasurer provided the Financial Report. The Foundation's yearend financial statements will be brought forward to the Board for approval in February.	
10. New Business	A) Proposal for Recognition Edie Yeomans presented a proposal for recognizing the Gallery's founders, donors, and past Board of Directors. A handout on the proposal was circulated to the Board: The Board discussed the following: • How to define a founder of the Gallery? • Whether the names of the past Board of Director should be put on the wall or put on the website? • What is the minimum donation required to add the donor to the wall? • How will the donors be organized on the wall? • Can the donor wall and the founder wall be combined? The Director noted that staff have put a plaque with some of the founders on the Gallery wall already. It was requested that the Board work with staff on this initiative, as staff will need to provide input on both the aesthetics and location of any plaques mounted on the Gallery wall. The Board was reminded that the project began with the discussion on how to recognize Patty Loveland and other past Board of Directors. The next steps are to create a vision of what the founder wall may look like, and to decide who the founders of the Gallery are.	Create vision of what the founder wall may look like and decided who should be on it – Edie Yeomans and Ernestine Tahedi

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11. Next Meeting Date	The next meeting of the Varley-McKay Art Foundation of Markham will be held on Monday, January 11, 2016, at 5:00 p.m. at the Gallery.	
12. Adjournment	On a motion from the Board the meeting of The Varley-McKay Art Foundation of Markham adjourned at 6:19 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
3.	Present a work plan with specific objectives.	March 9, 2015	Development Committee	April 13, 2015	Discussion suspended pending direction from the City
4.	Provide endorsement of the Varley Strategic Plan by the end of 2015	June 16 & December 14, 2015	Terrence Pochmurksi/ All Board of Directors	February, 2016	

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5.	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	
6.	Create attendance report for Gallery for the last several years.	December 14, 2015	Niamh O'Laoghaire	January 11, 2016	