

**VARLEY- MCKAY
ART FOUNDATION OF MARKHAM
MONDAY, SEPTEMBER 8, 2014
Art Gallery
5:00 P.M. – 7:00 P.M.
MINUTES**

<u>Attendance:</u> Board of Directors Present: Councillor Don Hamilton , Craig McOuat, Terrence Pochmurski, Chair, Susan Gray, Paul Keeling, and Ernestine Tahedl	
<u>Staff:</u> Moe Hosseini-Ara, Acting Director of Culture, Francesca Dauphinais, Development Officer, and Laura Gold, Council/Committee Coordinator	
<u>Regrets:</u> Sara Tam, Interim Director, Varley Art Gallery, Sid Karsh, Sammy Lee, Santo Natale and Edie Yeomans	

Item	Discussion	Action
1. CALL TO ORDER	The Varley-McKay Art Foundation of Markham convened at 5:17 p.m. with Terrence Pochmurski presiding as Chair without quorum.	
2. DISCLOSURE OF PECUNIARY INTEREST	There was no disclosure of pecuniary interest.	
3. APPROVAL OF MINUTES AND BUSINESS ARISING FROM THE MINUTES	The approval of the minutes was deferred to the next meeting, as there was no quorum. <u>Business arising from the Minutes</u> The Board discussed creating a sub-committee to establish criteria for recognizing past Board of Directors. The sub-committee will also investigate the possibility of having a plaque created and displayed at the Gallery with the names of the past Board of Directors. The Culture Department is leading a corporate project on the management and recognition of volunteers. Project updates and developments can be shared with the Board.	Create Sub-Committee to establish criteria for recognizing past Board of Directors - Board

Item	Discussion	Action
	<u>Resolutions passed by Email</u> The following board resolution was passed by email on August 17, 2014: Moved by Terrence Pochmurski Seconded by Edie Yeomans That the Board approve a donation from the York Wilson Foundation for the Visual Arts for two large abstract artworks: 1. Spring Break-up, 1949, oil collage, paper on canvas, 24 x 36 2. Helios, 1969, acrylic/canvas, 52 x 80 That an \$800 cash donation for the care and/or re-framing of the artwork be accepted with the donation of the artworks. CARRIED	
4. DIRECTOR'S REPORT	A copy of the Director's Report was circulated with the agenda package. The Director was not in attendance at the meeting. Moe Hosseini-Ara, Acting Director of Culture, provided an update on the recruitment for the new Director of the Gallery. Second interviews are being held this Friday. The Chair and Councillor Hamilton are part of the interview panel. There are several strong applicants. A hiring decision is expected to be made by the end of October.	
5. DEVELOPMENT OFFICER REPORT	Francesca Dauphinais, Development Officer provided the Development Officer Report. The report included an update on Sphere; Homes of the Holidays 2014; the Art Auction; Volunteers; events; her work plan for September 2014; and important dates. The Development Officer Report was circulated with the agenda package.	

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	<u>Sphere</u> There was a discussion on discontinuing Sphere events due to the membership fee being discontinued, as the purpose of holding the events was to add value to the membership. The events require both staff and financial resources, which are no longer being covered by the membership fee. As a result, it was recommended that the Sphere Committee be converted into an event planning committee for the Garden and White event to better utilize staff and financial resources. <u>Homes for the Holiday Event</u> The Board discussed the cancellation of the 2014 Homes for the Holiday event. It contemplated whether it should participate in a 2015 event or put the event to rest. Resources could be re-directed to other fundraising activities if the event is put to rest. The event is no longer unique as other nearby municipalities started running similar events when the event was not run in 2010. The event costs \$0.73 per every dollar raised from the event. Other events run by the Foundation cost less per dollar raised. The cost per dollar raised considers event expenses, staff time and volunteer time.	

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6. SUB-COMMITTEE REPORTS	A. Art Acquisition Committee The donation of two large abstract artworks was approved by the Board on August 17, 2014. B. Art Auction Paul Keeling provided the Art Auction Report. Proceeds from the Art Auction were down slightly from the previous year. More Board of Directors are needed to assist with the planning and undertaking of the event, as the event is time-consuming to put together. IBM's sponsorship of the event has helped considerably with the cost of producing the art catalogue. The Board discussed expanding the Art Auction and attracting more patrons that are interested in purchasing art. C. Sphere Sphere was discussed under the Development Officer Report. D. Development Committee It was recommended that the Development Committee meet and review the Boards fundraising activities and possibly investigate new fundraising opportunities. The Development Committee is currently comprised of Councillor Don Hamilton, Sammy Lee and Craig McOuat. It was noted that the Gallery's 25th Anniversary is coming up.	Meet to review the Board's fundraising activities – Development Committee
7. FINANCIAL REPORT	No report was provided.	

Item	Discussion	Action
8. NEW BUSINESS	<u>Draft Board Resolution</u> The Committee reviewed the draft revised board resolution to amend By-law No. 1 to fix the number of Directors to resolve the Board's quorum issues. The revision to the by-law also clarifies the role of the ex-officio. <u>Recruitment of New Board of Directors</u> There was a discussion on the need to recruit new motivated Board of Directors with expertise in fundraising.	
9. NEXT MEETING DATE	The next meeting of the Varley-McKay Art Foundation of Markham will be held on Tuesday, October 14, 2014 at 5:00 p.m. at the Stiver Mill.	
10. ADJOURNMENT	The Board 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.	Follow up with Councillor Moretti regarding the \$5K Remington committed to pay in 2014.	May 15, 2014	Terrence Pochmurski	October 14, 2014	In process
2.	Create Sub-Committee to establish criteria for recognizing past Board of Directors	September 8, 2014	All Board of Directors	October 14, 2014	
3.	Meet to review the Board's fundraising activities	September 8, 2014	Development Committee	October 14, 2014	