

**VARLEY- MCKAY
ART FOUNDATION OF MARKHAM
MONDAY, APRIL 14, 2014
Ontario Room
5:00 P.M. – 7:00 P.M.
MINUTES**

Attendance:

Board of Directors Present: Councillor Don Hamilton , Terrence Pochmurski, Chair, Susan Gray, Sid Karsh, Sammy Lee, Paul Keeling, Craig McOuat, Ernestine Tahedl and Edie Yeomans

Staff:

Moe Hosseini-Ara, Acting Director of Culture, Sara Tam, Interim Director, Varley Art Gallery, Fiona Wu, Development Officer, Anik Glaude, Curator, Rachel Brodie, Exhibitions, Collections & Facilities Coordinator, and Laura Gold, Council/Committee Coordinator

Regrets:

Rosemary Donegan , Anthony Smith and Santo Natale

Item	Discussion	Action
1. CALL TO ORDER	The Varley-McKay Art Foundation of Markham convened at 5:07 p.m. with Terrence Pochmurski presiding as Chair.	
2. DISCLOSURE OF PECUNIARY INTEREST	There was no disclosure of pecuniary interest.	
3. FUNDING REQUEST BY THE VARLEY	Sara Tam, Interim Director, Varley Art Gallery reported that on a go forward basis, Varley funding requests will be presented to the Board in the format used to present the funding requests today provided they are well-received at this Board meeting. The goal is to provide more advance planning to both the Board and the Varley by presenting next year funding requests in the current year. The Board was favourable of the new format for presenting the Gallery's funding requests.	

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	Anik Glaude, Curator, presented a funding request for \$7,000 to be used towards “A Story of Canadian Art” exhibition. The \$7,000 will enhance the overall quality of the exhibition but if the Board is unable to support the request, Varley staff will keep the exhibition to its current tight budget. The Board requested an update on the Gallery’s 2013 deficit and whether it will be requested to provide funds towards its deficit. Staff advised that the Gallery’s deficit has been absorbed by other Culture Departments operating surpluses. There was a discussion on the breakdown of the Varley operating costs. Moved by Sammy Lee Seconded by Edie Yeomans That the Board approve the Gallery’s funding request for \$7,000 to be used towards “A Story of Canadian Art” exhibition. CARRIED Rachel Brodie, Exhibitions, Collections & Facilities Coordinator presented a funding request for \$24,480, to be put towards the “Works on Paper Storage Upgrade” project. The funds will only be required if the Gallery is successful in obtaining the Department of Canadian Heritage Grant to finance the other half of project cost, as the Gallery does not have funds to contribute to the project at this time. The project is being requested to bring the storage of the works on paper to industry standards. The Board asked if there would be any other funding requests for the conservation of the permanent collection in the future. It was advised that there would be no other funding requests for some time. The Board agreed that it was important to conserve the artwork on paper.	

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	Moved by Councillor Don Hamilton Seconded by Ernestine Tahedl That the Board approve the Gallery's funding request for \$24,580, for the conservation of the artwork on paper, to be provided over two years.	CARRIED
4. APPROVAL OF MINUTES AND BUSINESS ARISING FROM THE MINUTES	Moved by Edie Yeomans Seconded by Sid Karsh That the Minutes from the February 10, 2014 Varley-McKay Art Foundation of Markham Board meeting be approved as presented. CARRIED The following update on the action items from the last meeting was provided: <u>Varley Strategic Plan Update</u> The Chair inquired when the Varley Strategic Plan will be presented to Council. Staff advised that the plan will be brought forward to the General Committee on April 28, 2014. The Board will start working on its strategic plan in September, 2014. <u>Job Profile for the Director of the Gallery</u> The Interim Director of the Gallery advised that senior staff are working towards finalizing the job profile for the Director of the Gallery position. <u>Recognition of Past Board Members</u> Edie Yeomans reported that due to personal reasons Patty Loveland has declined the idea of holding a dinner to honour her term on the Board. Patty also inquired what was being done to recognize other Director's who have completed their term. It was recommended that past Board of Directors be recognized on a plaque to be hung in a discrete location in the Gallery. The past Board of Director's name and term can be placed	CARRIED

Item	Discussion	Action
	on the plaque to recognize the years they served on the Board. The details and costing of this initiative would need to be investigated. Moved by Edie Yeomans Seconded by Sammy Lee That the Board approve recognizing past Board of Directors on a plaque to be hung at the Gallery in a discrete location.	
5. DIRECTOR'S REPORT	Sara Tam, Interim Director, Varley Art Gallery, provided the Director's Report. The report included an update on the following: exhibitions; facility operations; Foundation/Board relations; educational programs; public programs; promotions, marketing and sponsorship; and the Varley Team. A copy of the Director's Report was provided to the Board.	
6. DEVELOPMENT OFFICER REPORT	Fiona Wu provided the Development Officer Report. The report included an update on Art Auction; Sphere; volunteers; a work plan for April 2014; and important dates. The Development Officer Report was circulated with the agenda package. Each Board of Director was provided with ten (10) tickets to the art auction to sell. A. Art Acquisition Committee Edie Yeomans provided the Art Acquisition Committee Report. <u>Purchases</u> The Art Acquisition Committee recommended that F.H. Varley's Double Sketch, Eskimo Boy be purchased for (\$30,000). The Gallery was approached by artist Frances Ferdinands for the purchase of one of her	
7. SUB-COMMITTEE REPORTS		

Item	Discussion	Action
	paintings. The Art Acquisition Committee recommended this painting not be purchased. Moved by Ernestine Trahedl Seconded by Edie Yeomans That the Board approve the purchase of F.H. Varley's Double Sketch, Eskimo Boy for (\$30K + applicable taxes). CARRIED <u>Donations</u> The Art Acquisition Committee is exploring proposed donations of works by York Wilson. Each work comes with a \$300-500 dollar donation to assist with the maintenance of the piece. Anik Glaude and a Member of the Committee will go select the artwork that they would like to accept as a donation. The Committee will also view works proposed for donation by artist, including; Calzetta, Bolduc, Cameron, Fournier, and Scherman. <u>Public Art Collection</u> The Art Acquisition Committee evaluated to pieces of public Art. 1. Artwork by Janet Read The Committee recommended the acquisition of work donated by artist Janet Read but emphasised that expenses related to the acquisition of the works, including any appraisals required, would not come from the Varley budget. 2. A Large Sculpture by Shane Clodd	

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	The Committee recommended that the donation of a large sculpture by artist Shane Clodd not be considered for the public art collection until the work has been physically inspected by Varley staff, by an engineer, and arms length appraisals are obtained. As there were concerns with the theme and style of the work, the stated appraised value, and structural stability of the sculpture. B. Art Auction Paul Keeling provided the Art Auction Report. Sponsorship of the art auction is down this year, but there are many nice artworks to be included in the auction. C. Sphere Terrence Pochmurski provided the Sphere Report. The planning and undertaking of the Garden and White Party is underway. The event is anticipated to be a success. D. Development Committee Sammy Lee reported that Craig McOuat has joined the Development Committee. Councillor Don Hamilton was encouraged to also join the committee. The Development Committee's mandate will be developed during the strategic planning sessions being held for the Foundation in the fall.	
8. FINANCIAL REPORT	<u>2013 Financial Statements</u> The Treasurer presented the draft 2013 Financial Statements for the Foundation. The Foundation had a total deficiency of revenues/over expenditures of (\$170,952), this deficiency results from a payment of \$201,003, the final contribution to the City for the construction of the addition to the Gallery. Considering fund raising separately as shown in the General Unrestricted fund, the Foundation had an excess of revenues over expenses of \$6,598. The financial results of the three fund raising activities including the	

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	administrative cost of running the events were presented. There was a discussion on the high cost of the expenses associated with the Homes for the Holidays event. It was noted that the offer to reimburse the designers (@\$2,000 per house) for their time was a new expense associated with the 2013 Homes for the Holiday event that added approximately \$18,000 in expenses. The administrative time devoted to the event may have also been higher than in previous years, as it was the current Development Officer's first time supporting the event. The Treasurer recommended that the Board should think of ways of increasing the amount of income from the Holidays fundraising event in 2014. It was reported that the Chief Administrative Officer will be asking KPMG to donate or reduce the cost of the audit of the Friends of the Markham Museum Board's financial statements. Councillor Hamilton will ask the Chief Administrative Officer to inquire if KPMG can also donate or reduce the cost of the audit of the Varley-McKay Art Foundation of Markham's financial statements. Moved by Sid Karsh Seconded by Paul Keeling That the Chair and the Treasurer be authorized to sign the Foundation's audited financial statements for the year ending December 31, 2013. CARRIED	Ask the CAO to ask KPMG if the audit of the financial statements can be donated or provided at a reduced cost – Councillor Don Hamilton
9. NEW BUSINESS	The Committee approved the date of the AGM. Moved by Susan Gray Seconded by Councillor Don Hamilton That Varley-McKay Art Foundation of Markham Annual General Meeting be held on Thursday, May 15, 2014 at 6:00 p.m.	

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10. NEXT MEETING DATE	The next meeting of the Varley-McKay Art Foundation of Markham will be held on Thursday, May 15, 2014 at 5:00 p.m. at Markham Civic Centre.	CARRIED
11. ADJOURNMENT	The Board of the Varley-McKay Art Foundation of Markham adjourned at 6:45 p.m.	

Varley-McKay Art Foundation of Markham - Action Item Tracking

No.	Action Item	Meeting Date	Responsibility of Staff/Committee Member	Meeting Date to be Completed By	Status
1.	Ask the CAO to ask KPMG if the audit of the financial statements can be donated or provided at a reduced cost	April 14, 2014	Councillor Don Hamilton	May 15, 2014	