

VARLEY- MCKAY
ART FOUNDATION OF MARKHAM
MONDAY, JANUARY 13, 2014
Art Gallery
5:00 P.M. – 7:00 P.M.
MINUTES

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

Item	Discussion	Action
1. CALL TO ORDER	The Varley-McKay Art Foundation of Markham convened at 5:08 p.m. with Paul Keeling 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. The Board reviewed the action items from the previous meeting. The following updates were provided: <u>Blinds in the Florence and Donald Deacon Community Room</u> The blinds have been sent to the manufacturer for repair, as staff were unable to fix them.	

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	<u>Security Audit</u> A staff committee has been formed to look at the security of Markham's culture venues and to come up with solutions for improvement. The recommendation from the Board regarding the need to have two-person closing of the Gallery at all times for safety purposes has been implemented. This will add some additional personnel costs for the Gallery as a result.	
4. DIRECTOR'S REPORT	Sara Tam, Interim Director, Varley Art Gallery, provided the Director's Report. The report included an update on the following: 2013 Gallery highlights of 2013; the collections; 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. Complimentary remark was made about the report. The Board was invited to attend the Colour, In Theory exhibition opening on January 26, 2014, starting at 2 pm, at the Gallery.	
5. DEVELOPMENT OFFICER REPORT	Fiona Wu provided the Development Officer Report. The report included an update on Sphere; Homes for the Holidays; volunteers and a work plan for January 2014. The Development Officer Report was circulated with the agenda package.	
6. SUB-COMMITTEE REPORTS	A. Art Acquisition Committee No report was provided. B. Art Auction Paul Keeling provided the Art Auction Report. The first meeting of the Art Auction	

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	Committee will be held this month. IBM will provide \$5K in sponsorship funds towards the 2014 Art Auction. Steve Ranger has agreed to be the auctioneer at the event. The aim is to have approximately 60 quality artworks and other items for the Art Auction. Santo Natale volunteered to be on the Art Auction Committee. C. Sphere The Board discussed the need to increase the membership of Sphere and suggested that the club should be seen as more of a social club rather than a fundraiser. It was noted that the younger demographic group Sphere is targeting may be more interested in drop-in events rather than subscription based events and that the current subscription fee for Sphere may be too high for this target audience. D. Development Committee No report was provided.	
7. FINANCIAL REPORT	<u>2013 Financial Statements</u> The Treasurer reported that the 2013 Financial Statements for the Foundation are in the process of being finalized by City staff. <u>Gallery Renovation</u> The City has issued to the Foundation the final invoice for the Gallery renovation. The invoice is mostly for the soft costs associated with the renovation (i.e. staff time) and it is for just over \$200K. This invoice has come in under budget. <u>Donation from Flato Developments</u> Councillor Don Hamilton presented to the Board a cheque for \$15K from Flato Developments. This amount had been previously promised to the Gallery. The	

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	importance of saying thank you and ensuring all obligations are met when accepting a donation were emphasized.	
8. NEW BUSINESS	There was no new business.	
9. NEXT MEETING DATE	The next meeting of the Varley-McKay Art Foundation of Markham will be held on Monday, February 10, 2014 at 5:00 p.m. at the Art Gallery.	
10. ADJOURNMENT	The Board of the Varley-McKay Art Foundation of Markham adjourned at 5:47 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.	Arrange meeting with the Commissioner of Community & Fire Services, the Director of the Gallery and the Chair to discuss exhibit deficit and report back at the next meeting.	November 11, 2013	Moe Hosseini-Ara and Terrence Pochmurski	February 10, 2014	