VARLEY- MCKAY
ART FOUNDATION OF MARKHAM
MONDAY, MARCH 11, 2013
ART GALLERY
4:00 P.M. – 6:00 P.M.

MINUTES

Attendance:
Board of Directors Present:, Terrence Pochmurski, Chair, Councillor Don Hamilton , Drew Gerrard, Sid Karsh, Paul Keeling and Edie Yeomans

Staff:
Francesca Dauphinais, Development Officer, Francine Périnet, Director, Varley Art Gallery, John Ryerson, Director of Culture and Laura Gold, Council/Committee Coordinator

Regrets:
Mahesh Chokshi ,Rosemary Donegan, Susan Gray, Sammy Lee, Patty Loveland and Ernestine Tahedl

Item	Discussion	Action
1. CALL TO ORDER	The Varley-McKay Art Foundation of Markham convened at 4:08 p.m. with Terrence Pochmurski presiding as Chair without quorum.	
2. DISCLOSURE OF PECUNIARY INTEREST	There was no disclosure of pecuniary interest.	
3. CHANGES OR ADDITIONS TO THE AGENDA	There was no changes or additions to the agenda	
4. BUSINESS ARISING FROM THE MINUTES	A. Review of Action Items The Board reviewed the action items from the February 11, 2013 Board Meeting. The following was discussed:	Finding a Chair for the 2013 Homes for the Holiday event – All

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	• Finding a Chair for the 2013 Homes for the Holiday event; • Hiring a replacement for the Development Officer during her maternity leave.	Board of Directors Hiring a Replacement for the Development Officer – All Board of Directors
5. APPROVAL OF THE MINUTES	The approval of the minutes was deferred to the next meeting, as there was no quorum.	
6. DIRECTOR'S REPORT	Francine Périnet, Director, Varley Art Gallery, provided the Director's Report. An update was provided on the following Gallery initiatives: activities, programs and exhibits in the works; the building renovations; lectures and events; the permanent collection; and the statistics for the Gallery website. Special recognition was given to Cheryl Rego, Francesca Dauphinais and Heather Hogan for their commitment to promoting the Gallery through the use of social media. A copy of the report was circulated to the Board with the agenda package.	
7. DEVELOPMENT OFFICER REPORT	The Committee reviewed the Development Officer's report. The report provided an update on the following: Sphere; the Art Auction; the volunteer database; volunteer scheduling and training; and upcoming Gallery programs and events. A copy of the report was circulated with the agenda package.	

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8. SUB-COMMITTEE REPORTS	A. <u>Art Acquisition Committee</u> Edie Yeomans provided an Art Acquisition Committee report. It was recommended that Paul Fournier a contemporary artist who lives in Unionville be appointed to the Art Acquisition Committee. A board resolution will be required to appointment any new members to the Committee. The Board requested information on the current composition of the Art Acquisition Committee and asked that the Terms of Reference be formalized to avoid any future confusion. It was reported that the recent art acquisitions approved by the Board have not been obtained by the Gallery as of yet. This is because the value of the culture property being donated to the Gallery is still being confirmed by the necessary bodies. It was noted that some of artwork that was acquired was purchased and that some of the artwork was donated. B. <u>Art Auction</u> Paul Keeling reported that the planning and undertaking of the 2013 Art Auction was well underway. The following update was provided: • There are 68 pieces of artwork to be included in the Art Auction; • Logos from the sponsors are being collected to include in the catalogue; • Tickets to sell will be provided to the Board of Directors at the next meeting. Councillor Don Hamilton reported that he had secured a $5,000 sponsor for the Art Auction from Kelmore. In exchange for the sponsorship, Kelmore will be permitted to hold an event at the Gallery. C. <u>Sphere</u>	Provide information on the current composition of the Art Acquisition Committee - Edie Yeomans Formalize Art Acquisition Terms of Reference _ Art Acquisition Committee Appoint Paul Fournier to the Art Acquisition Committee - All Board of Directors

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	Terrence Pochmurksi provided the following update on Sphere: • Revenue for 2013 is anticipated to be $20,000; • Membership is anticipated to double in 2013; • The membership fee was set at $200 for 2013; • Membership is open to all age groups; • Social media will be used to promote Sphere; • The Sphere Club/Concept is being developed in partnership with the Gallery and York Region Arts Council; • The Sphere concept is helping create a culture at the Gallery. The budget for Sphere was reviewed by the Committee. It was noted that the budget will need to be approved by board resolution. D. <u>Development Committee</u> No report was provided. E. <u>Volunteer Committee</u> No report was provided.	Approve Sphere budget by board resolution - All Board Members
9. FINANCIAL REPORT	Sid Karsh presented the 2012 Varley-McKay Art Foundation of Markham financial statements. The statement could not be approved by the Board, as there was no quorum.	Approve financial statements at next meeting – All Board of Directors
10. NEW BUSINESS	<u>Wally Joyce Scholarship</u> There was a discussion on whether the Wally Joyce Scholarship for $500 should be opened up to other schools, as currently the scholarship is provided to a Unionville High School arts student. It was also suggested that the process for selecting the student being awarded	Set up Annual General Meeting – Committee Clerk

Item	Discussion	Action
	with the scholarship be formalized. The Board generally agreed with the recommended changes to the Wally Joyce Scholarship. <u>Annual General Meeting</u> The Committee Clerk was asked to email the Chair possible dates for the Annual General Meeting.	
11. NEXT MEETING DATE	The next meeting of the Varley-McKay Art Foundation of Markham will be held on Monday, April 8, 2013 at 4:00 p.m. in the Canada Room.	
12. ADJOURNMENT	The Board of the Varley-McKay Art Foundation of Markham adjourned at 5:30 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.	Report back on the required changes to By-Law No. 1 based on the new legislation.	October 9, 2012	Lisa Riegel	May 13, 2013	Memo is being prepared to be circulated at the April Meeting
2.	Appoint a Chair to the Homes for the Holiday event.	October 9, 2012	All Board Members	April 8, 2013	
3.	Recognize Karen Chadwick's by purchasing an artwork in her name.	October 9, 2012	Sid Karsh and Terrence Pochmurski	April 8, 2013	?????
4.	Develop 2013 Business Plan	February 11, 2013	Board Executive	April 8, 2013	???????
6.	Pass a Board Resolution at the next meeting appointing Sammy Lee and Patricia Loveland Co-Chairs of the Development Committee	February 11, 2013	All Board Members	April 8, 2013	
7.	Hiring a Replacement for the Development Officer	March 11, 2013	All Board Members	July 2013	
8.	Provide information on the current composition of the Art Acquisition Committee	March 11, 2013	Edie Yeomans	April 8, 2013	Completed
9.	Formalize Art Acquisition Terms of Reference	March 11, 2013	Art Acquisition Committee	April 8, 2013	
10.	Appoint Paul Fournier to the Art Acquisition Committee	March 11, 2013	All Board Members	April 8, 2013	Completed
11.	Approve Financial Statements	March 11, 2013	All Board Members	April 8, 2013	
12.	Set up Annual General Meeting Date	March 11, 2013	Committee Clerk	April 8, 2013	