

**VARLEY- MCKAY
ART FOUNDATION OF MARKHAM
TUESDAY, May 8, 2012
ART GALLERY
4:00 P.M. – 6:00 P.M.**

MINUTES

Attendance:

Board of Directors Present:

Councillor Don Hamilton, Mahesh Chokshi, Rosemary Donegan, Susan Gray, Sid Karsh, Sammy Lee, Paul Keeling AND Terrence Pochmurski

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

Regrets:

Karen Chadwick, Drew Gerrard, Beverly Kelly, Patty Loveland, Edward Mariani, Ernestine Tahedl, David Tsubouchi and Edie Yeomans

Item	Discussion	Action
1. CALL TO ORDER	The Varley-McKay Art Foundation of Markham convened at 4:17 p.m. with Terrence Pochmurski presiding as Chair without quorum.	
2. DISCLOSURE OF PECUNIARY INTEREST	There was no disclosure of pecuniary interest declared.	
3. CHANGES OR ADDITIONS TO THE AGENDA	The Sub-Committee reports were moved forward on the agenda.	
4. SUB-COMMITTEE REPORTS	A. Building and Long Range Planning Committee Mr. Bill Pickering provided the Building and Long Range Planning Committee report. Advising that the addition to the Gallery is complete and that payment to the contractor will	

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	be made once all deficiencies are corrected. It was noted that the majority of the deficiencies have been corrected and that the substantial completion will be signed when all deficiencies are corrected. It was reported that the atmosphere at the Gallery is still being stabilized and that the project is being completed on budget. <u>B. Art Acquisition Committee</u> No report was provided. <u>C. Fall Palette</u> No report was provided. <u>D. Art Auction</u> Mr. Paul Keeling reported that everything is in order for the May 9, 2012 Art Auction. It was estimated that approximately 150 tickets have been sold to date. <u>E. Sphere</u> No report was provided. <u>F. Gala Update</u> Ms. Susan Gray provided and update on the Gala event. The Committee discussed the following: (1) the sponsorship package for the event; (2) the sponsorship obtained to date for the event; and (3) the potential sponsorship for the event. It was reported that Gallery staff were in the process of contacting the original Gallery donors regarding the Gala. It was advised that both the food and decorations for the event have been confirmed and that tickets will be sold at the May 9, 2012 Art Auction. It was noted that the Gala will be advertised one month prior to the event on two video boards located in the following locations: (1) Don Mills & Sheppard (Farview Mall); and	

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	(2) Bathurst & Rutherford. Additionally, five (5) signs have been created to promote the event on the roadways.	
5. APPROVAL OF MINUTES	This item was deferred to the next meeting, as there was no quorum.	
6. BUSINESS ARISING FROM MINUTES	There was no discussion on the business arising from the minutes.	
7. DIRECTOR'S REPORT	Ms. Périnet, Director, Varley Art Gallery, provided the Director's Report. An update was provided on the following: programs and exhibitions at the Varley; Council's approval of the Public Art Plan; the installation of a mural at the Pomona Mills Tennis Club in Thornhill; the creation of spaces for bicycles at gateways to Markham; and partnership/business development opportunities for the Varley.	
8. DEVELOPMENT OFFICER'S REPORT	No report was provided.	
9. FINANCIAL REPORT	<u>Financial Statements</u> The Board of Directors' reviewed the Varley-McKay Art Foundation of Markham 2011 Financial Statements. It was noted that the Town is satisfied with the Board's bookkeeping. It was agreed that a motion to approve the 2011 Financial Statement and to provide authorization to the Chair and Treasurer to sign the Financial Statements on behalf of the Board be circulated by email to the Board of Directors for their approval. The following motion was approved by email on Friday, May 11, 2012: 1) That the Board of the Varley-McKay Art Foundation of Markham approve the audited annual Financial Statements for the year ending December 31, 2011; and, 2) That Terrence Pochmurski, Chair, and Sid Karsh, Treasurer, be authorized to sign The Statement of Financial Position on behalf of the Board. CARRIED.	Email a motion to approve the Financial Statements and authorizing the Chair and Treasurer to sign the Statements of Financial Position on behalf of the Board – Laura Gold

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	<u>Donation Policy</u> There was no discussion on the Donation Policy.	
10. NEXT MEETING DATE	The Board agreed to move the June 12, 2012 Board meeting to June 19, 2012 at 4:30 p.m. or immediately following the Annual General Meeting.	Move next meeting date – Laura Gold
11. NEW BUSINESS	<u>Recommended Changes to By-Law No. 1</u> The Chair requested that the Board review the recommend changes to By-Law No. 1. The changes to the by-law were summarized in the document emailed to the Board. <u>Summer Intern</u> There was a discussion regarding hiring a summer intern from the Humber College Post-Graduate Volunteer & Fundraising Program. The intern could assist the Development Officer over the summer. The Board supported the idea of having an intern in principle and felt that the intern should have an interest in the arts. This matter will be discussed further at the next meeting.	Review recommended changes to By-Law No. 1 – All Board of Directors Discuss having an intern at the next meeting – All Board of Directors
5. ADJOURNMENT	The Board of the Varley-McKay Art Foundation of Markham adjourned at 5:26 P.m.	

Varley-McKay Art Foundation of Markham - Action Item Tracking

Action Item	Meeting Date	Responsibility of Staff/Committee Member	Meeting Date to be Completed By	Status
Provide an update on the outstanding donation of \$15,000	March 13, 2012	Councillor Don Hamilton	June 19, 2012	
Discuss with Finance the possibility of issuing a Credit Card to the Development Officer	March 13, 2012	Councillor Don Hamilton and Francesca Dauphinais	June 19, 2012	
Change the Board's Signing Officer	March 13, 2012	Terrence Pochmurski and Sid Karsh	June 19, 2012	
Advise the appropriate staff and Council Liaison's associated with the other events being held on September 21 and 22 of the scheduling conflict and of the Board's rationale for scheduling the Fall Palette event on the same weekend	April 10, 2012	Director of Art Gallery	June 19, 2012	
Obtain a legal opinion on the proposed changes to the donation policy	April 10, 2012	Sid Karsh and Drew Gerrard	June 19, 2012	
Email a motion to approve the Financial Statements and authorizing the Chair and Treasurer to sign the Financial Statements on behalf of the Board	May 8, 2012	Laura Gold	Week of May 8, 2012	Completed

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Move next meeting Date	May 8, 2012	Laura Gold	Week of May 8, 2012	Completed
Review recommended changes to By-Law No. 1	May 8, 2012	All Board of Directors	June 19, 2012	
Discuss having an intern at the next meeting	May 8, 2012	All Board of Directors	June 19, 2012	