

**VARLEY- MCKAY
ART FOUNDATION OF MARKHAM
Wednesday, February 8, 2012
4:00 P.M. – 6:00 P.M.**

MINUTES

Attendance:

Board of Directors Present:

Councillor Don Hamilton, Mahesh Chokshi, Drew Gerrard , Susan Gray , Sid Karsh, Paul Keeling, Patty Loveland, Sammy Lee, Ernestine Tahedl and David Tsubouchi

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, Rosemary Donegan, Beverley Kelly, Edward Mariani, Terrence Pochmurski, and Edie Yeomans

Item	Discussion	Action
1. CALL TO ORDER OPENING REMARKS	The Varley-McKay Art Foundation of Markham convened at 4:13 p.m. with Paul Keeling presiding as Chair	
2. DISCLOSURE OF PECUNIARY INTEREST	No pecuniary interest was declared.	
3. BUSINESS ARISING FROM THE EXECUTIVE MEETING	It was reported that there was an executive meeting last week. The 2012 budget was reviewed. John Ryerson was requested to investigate the possibility of getting a credit card for Francesca Dauphinais.	Investigate the possibility of obtaining a credit card for Francesca Dauphinais - John Ryerson

Item	Discussion	Action
	The following motions were passed based on business arising from the Executive Meeting held last week: <u>Establishment of a Gala Committee</u> Moved by Susan Gray Seconded By David Tsubouchi That the Varley-McKay Art Foundation of Markham approves the establishment of a Gala Committee. <u>Appointment of the Chair to the Gala Committee</u> Moved by David Tsubouchi Seconded by Ernestine Tahedl That the Varley-McKay Art Foundation of Markham appoints Ms. Susan Gray as Chair of the Gala Committee. <u>Approval of Expenditure for the Gala Event</u> Moved by Susan Gray Second by David Tsubouchi That the Varley-McKay Art Foundation of Markham approves an expenditure of up to \$2 K for the Gala event.	CARRIED. CARRIED. CARRIED.

Item	Discussion	Action
	It was reported that the Gala could be held on June 21 or 22 at the Gallery. The Gala is to celebrate the Gallery's 15th anniversary, the re-opening of the Gallery and the opening of the Wally Joyce Exhibit. <u>Appointment of the Chair to the Development Committee</u> The roles and responsibilities of the Development Committee were reviewed. Moved by Sammy Lee Seconded Patricia Loveland That the Varley-McKay Art Foundation of Markham appoints David Tsubouchi as Chair of the Development Committee. CARRIED <u>Appointment of the Chair to the Volunteer Committee</u> Moved by Susan Gray Seconded by David Tsubouchi That Varley-McKay Art Foundation of Markham appoints Terrence Pochmurski as Chair of the Volunteer Committee. There was a recommendation to change the format of the minutes so that the action items are highlighted.	Change the format of minutes so that action items are highlighted – Laura Gold

Item	Discussion	Action
4. APPROVAL OF MINUTES	Moved by Sid Karsh Seconded by Sammy Lee That the Minutes from the January 10, 2012 Varley-McKay Art Foundation of Markham be adopted as presented.	
5. BUSINESS ARISING FROM MINUTES	CARRIED. It was confirmed that the thank you letter to the Roman family for its donation to the Gallery was sent out by the Mayor's Office immediately after the Board's request. Councillor Don Hamilton was requested to follow-up with the Mayor regarding the outstanding donation to the Gallery for \$15 K.	Follow-up with the Mayor regarding the outstanding donation to the Gallery for \$15 K – Councillor Don Hamilton
6. DIRECTOR'S REPORT	Ms. Francine Périnet, Director, Varley Art Gallery, provided her Director's Report. A copy of the report was circulated to the Board. There was a discussion about a possible acquisition of a work by Fred Varley. It was noted that the art acquisition would need to be approved by the Art Acquisition Committee and then by the Board.	
7. SUB-COMMITTEE REPORTS	A. <u>Building and Long Range Planning Committee</u> Mr. Bill Pickering reported that staff has not moved into the new office space due to issues with the new Gallery floor. The contractor will be submitting its plans to correct the new Gallery floor. The substantial completion will not be completed until this issue is dealt with. Mr. Pickering was asked to provide the Board with status updates on this matter. B. <u>Art Acquisition Committee</u> No Report was provided.	Provide the Board with status updates on the status of the new Gallery floor – Bill Pickering

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	C. <u>Art Auction</u> Mr. Paul Keeling reported that the following sponsorship had recently been obtained for the art auction: Howard Back Corporation - \$1 K Mariani's - \$1 K Other sponsorship possibilities were pending. It was noted that an Art Auction meeting is being held on February 9, 2012. It was recommended that IBM be formally thanked by the Mayor for its donation of \$5 K to the Art Auction. Councillor Don Hamilton was requested to arrange a meet and greet with a representative from IBM and the Mayor to formally recognize the donation. D. <u>Gala Committee</u> Ms. Susan Gray reported that there will be different levels of sponsorship for the Gala event. David Tsubouchi will meet with Susan Gray to review the sponsorship package. The details for the event were discussed. The tickets to the event will be \$150 per ticket. There was a suggestion to approach Markville Mall/Cadillac Fairview for sponsorship of the gala. E. <u>Development Officer's Report</u> The Board received the Development Officer Report. F. <u>Sphere</u> No report was provided.	Arrange for a meet and greet with the Mayor and IBM to thank IBM for its donation – Councillor Don Hamilton Meet with Susan Gray to review the sponsorship package – David Tsubouchi Approach Markville Mall/Cadillac Fairview for sponsorship of the gala – Gala Committee
8. FINANCIAL	Mr. Sid Karsh, Treasurer, was in the process of developing a draft business plan. It	

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REPORT	was noted that 2011 year ending financial statements were not complete at this time.	
9. NEXT MEETING DATE	The next meeting of the Varley-McKay Art Foundation of Markham will be held on Tuesday, March 13, 2012 at 4:00 p.m. at the Gallery.	
10. ADJOURNMENT	Moved by Sammy Lee Seconded by Ernestine Tahedl That the Varley-McKay Art Foundation of Markham adjourns at 5:36 p.m. CARRIED.	

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
Investigate the possibility of obtaining a credit card for Francesca Dauphinais	Feb. 8, 2012	John Ryerson	March 13, 2012	
Change format of minutes so that action items are highlighted	Feb. 8, 2012	Laura Gold	March 13, 2012	
Follow-up with the Mayor regarding the outstanding donation for \$15 K	Feb. 8, 2012	Councillor Don Hamilton	March 13, 2012	
Provide the Board with updates on the status of the new Gallery floor	Feb. 8, 2012	Bill Pickering	March 13, 2012	
Arrange for a meet and greet with the Mayor and IBM to thank IBM for its donation.	Feb. 8, 2012	Councillor Don Hamilton	March 13, 2012	
Meet with Susan Gray to review the sponsorship package	Feb. 8, 2012	David Tsubouchi	March 13, 2012	
Approach Markville Mall/Cadillac Fairview for sponsorship of the Gala – Gala Committee	Feb. 8, 2012	Gala Committee	March 13, 2012	