

**VARLEY- MCKAY  
ART FOUNDATION OF MARKHAM  
TOWN OF MARKHAM  
VARLEY ART GALLERY  
Tuesday, December 13, 2011  
4:00 P.M. – 6:00 P.M.**

**MINUTES**

<u>Attendance:</u> <u>Board of Directors Present:</u> Councillor Don Hamilton Mahesh Chokshi Rosemary Donegan Sid Karsh Paul Keeling Beverley Kelley Patty Loveland Sammy Lee Terrence Pochmurski, Chair Ernestine Tahedl Edie Yeomans  <u>Staff:</u> Francesca Dauphinais, Development Officer Francine Périnet, Director, Varley Art Gallery John Ryerson, Director of Culture Laura Gold, Council/Committee Coordinator	<u>Absent:</u> , Karen Chadwick Drew Gerrard Susan Gray Edward Mariani David Tsubouchi
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The Varley-McKay Art Foundation of Markham convened at 4:26 p.m. with Terrence Pochmurski presiding as the Chair.

**1. DISCLOSURE OF PECUNIARY INTEREST'**

There was no disclosure of pecuniary interest declared.

**2. OPENING REMARKS**

The Chair welcomed the new members and briefly introduced the Board of Directors.

**3. APPROVAL OF MINUTES**

The gross revenue raised from the Homes for the Holiday event was corrected to \$92,322.60 on page 3 of the minutes.

Moved by Sammy Lee

Seconded by Edie Yeomans

That the Minutes of the November 18, 2011 Varley-McKay Art Foundation of Markham be approved as amended.

CARRIED.

#### **4. BUSINESS ARISING FROM MINUTES**

##### **A. Election of Officers**

The Board discussed the election of officers.

Moved by Sammy Lee

Seconded by Edie Yeomans

That Terrence Pochmurski be appointed to the position of Chair; and,

That Paul Keeling be appointed to the position of Vice-Chair; and,

That Sid Karsh be appointed to the position of Treasurer; and further,

That Susan Gray be appointed to the position of Secretary.

CARRIED.

##### **B. Committee Chair Nominations & Appointments**

The Chair noted who the current Committee Chairs were.

Moved by Edie Yeomans

Seconded by Rosemary Donegan

That the following Committee Chairs be appointed:

Building and Long Range Planning Committee - Bill Pickering

Art Acquisition Committee – Rosemary Donegan

Homes for the Holidays – Karen Chadwick

Art Auction Committee – Paul Keeling

Development Committee – Susan Gray

Sphere Social Club Committee – Beverly Kelley

CARRIED.

The following Board of Directors noted that they would like to serve on the Development Committee and on the Building & Long Range Planning Committee:

Mahesh Chokshi

Patty Loveland

Sammy Lee

Additionally, Bill Pickering, Past Board of Director, demonstrated an interest in being on the Art Acquisition Committee. It was noted that the outside membership is yet to be confirmed.

## **5. DIRECTORS REPORT**

Ms. Francine Périnet, Director, Varley Art Gallery, provided the Directors' Report. A copy of the Director's report was circulated to the Board of Directors. The report included an update on the Gallery's team; a review of the business plan; an overview of the upcoming programs and exhibitions at the Gallery; an update on the permanent collection; an overview of the support received from grants; an overview of the support provided by the Foundation; an overview of staff development activities in 2011; and information on the new office area for Gallery staff.

The Director of the Gallery suggested that a committee be established to undertake the planning and execution of the opening event for the new Gallery.

A member of the Board of Director inquired if the Gallery received the grant amount requested from the Ontario Arts Council. Francine informed the Board that the full amount requested from OAC (\$45, 000) was not received, noting that the same amount of funds as previous year was received (\$40, 300) and that an additional amount of \$8 410 was awarded for a special project dealing with audience development.

A Board of Director asked when the new sign will be erected on the Street. It was reported that the new sign will be erected when the improvements to the courtyard occurs.

## **6. SUB-COMMITTEE REPORTS**

### **A. Building and Long Range Planning Report**

Mr. Bill Pickering provided the Building and Long Range Planning Report. The flexibility of the Gallery staff throughout the renovation and their ability to come up with a very imaginative exhibit during this transition period was complimented. The Town of Markham was thanked for covering the cost of transferring the office space into programming space. The budget for the renovation came in slightly under budget.

It was thought that the contractor would be done by December 23, 2011. Although it depended on how long it takes for the building to be commissioned. It was noted that a special contractor was hired to do the commissioning, advising that the building is required to be commissioned to ensure all standards are met.

It was reported that the new Gallery lighting was scheduled to be turned on yesterday. Gallery staff were not sure if this had occurred, but noted that the security cameras were working. It was noted that the project should be complete by March 1, 2012.

The Committee Clerk was requested to ensure that all Board of Directors are receiving the Building & Long Range Planning Reports and the agenda packages.

### **B. Art Acquisition**

This item was deferred to the end of the meeting so that the Board could see the artworks recommended for acquisitions by the Gallery.

### **C. Art Auction**

Mr. Paul Keeling provided the Art Auction Report. It was noted that the Committee will meet on Thursday, December 15, 2011 and that all interested Board of Directors were welcome to attend. The Committee was working towards obtaining both sponsorship and fabulous pieces for the Art Auction.

It was reported that the Gallery will be open to the public free of charge for a one month period during the grand opening. This was a special promotion to acquire new members. It was recommended that Dennis Flaherty, Director of Communications & Community Relations, be asked to help promote the fact that the Gallery will be open to the public free of charge for a one month period.

### **D. Development Officer Report**

Francesca Dauphinais, Development Officer, provided the Development Officer Report. A copy of her report was circulated to the Board of Directors. The report included: an update on the Homes for the Holidays event; a volunteer update; and a work plan for December 2011 to January 2012.

### **E. Sphere Social Club**

Beverley Kelley provided the Sphere Social Club report. It was noted that two preliminary events were being planned to introduce the club, noting that the club was for individuals interested in the arts. The Committee was looking at holding a launch for the club in September.

## **7. FINANCIAL REPORT**

There was no report provided.

## **8. NEW BUSINESS**

### **A. Kathleen McKay Lane**

A Board of Director requested that the laneway behind the Kathleen McKay House be named Kathleen McKay Lane. There was an inquiry regarding whether the process would need to be restarted, as the same request was made in the past. It was reported that the street naming process would need to be restarted. Councillor Don Hamilton said that he would look into this proposal.

Moved by Patricia Loveland

Seconded by Paul Keeling

That the Varley-McKay Art Foundation of Markham request that the Town of Markham Council, name the laneway behind the Kathleen McKay House, Kathleen McKay Lane.

CARRIED.

### **B. Acknowledgement of Raising Funds**

David Tsubouchi, Board of Director, was acknowledged for the funds he raised for Japan through the Rising Sun event. It was noted that previously Mr. Tsubouchi had also raised funds to start the restoration of the McKay House.

### **C. Partnership with Markham Stouffville Hospital**

It was recommended that a letter be sent to Markham Stouffville Hospital thanking them for its partnership with the Gallery for the Homes for the Holiday event.

### **D. History on the Establishment of the Foundation and the Annual Transfer of \$27,000 from the Foundation to the Gallery**

The history of the establishment of the Foundation and the annual transfer of \$27,000 from the Foundation to the Gallery was discussed. It was explained that the Foundation agreed to the annual transfer of \$27,000 to the Gallery when it took over the Art Auction from the Gallery. The \$27,000 was the average amount of funds that were raised by the Gallery from the Art Auction prior to the event being taken over by the Foundation. The transfer of the funds is typically approved with the business plan.

Moved by Sammy Lee

Second by Patricia Loveland

That the Varley-McKay Art Foundation of Markham approve the transfer of \$27,000 from the Foundation to the Gallery.

CARRIED.

## **9. SUB-COMMITTEE REPORTS (CONTINUED)**

### **A. Development Committee**

The Board requested that the Development Committee work on the opening event for the new Gallery.

### **B. Art Acquisition Report**

The Board went to the vault to view the art donations.

Note: this motion was approved by email, as quorum was lost at 5:45 p.m.

Moved by Edie Yeomans

Seconded by Ernestine Tahedl

That the Varley-McKay Art Foundation of Markham approve the Art Acquisition Committee's recommendations and report submitted at the December 13, 2011 meeting.

CARRIED.

## **10. DATES OF FUTURE MEETINGS**

The future meeting dates of the Varley-McKay Art Foundation of Markham are as follows:

January 10, 2012

February 14, 2012

March 13, 2012

April 10, 2012

May 8, 2012

June 12, 2012

## **11. ADJOURNMENT**

The Board of the Varley-McKay Art Foundation of Markham adjourned at 5:56 p.m.