

Board Meeting Minutes – March 7th, 2009

AGM Minutes – Review

Studio Admin - Jane's role and responsibilities

- Contract for Studio Administrator to be extended for 3 months, March through the end of May.
- Anna-Maria will start to take over the model booking when Doug renews the contract with Jane. (March 10, 2009)

Budget for 2009

- A roughly \$1408.82 for Director's Insurance purchased from Vancity is yet to be reflected in the budget.(not including \$700 in January 2009)
- All bills needs to go to Peter.

Expanding Volunteer base

- Giving free session (Monthly pass) to session managers, gallery person, cleaner, Admin (Jane), and board members. (board member would also receive free membership for the following year)
- Jim will be the point to person to work with Doug J to work out the web design.
- Model booking responsibilities will be shift to Anna-Maria, with Peter helping on the use of Excel/database. Doug will send the Excel file to both.
- Anna-Maria will discuss with Elizabeth about rewarding, training, and tracking of the session managers and relief managers. Session managers will get a monthly pass for each month they are on duty. Further discuss the benefit for relief managers in the next meeting.
- Media Publication will need to be place on hold until priority issue been sorted out first. Doug will contact Bernie and find out more about Pac Blue.

Modeling fee

- The raise will have to wait until the house of volunteers is being sorted out.
- To be discussed in the next meeting.

Cleaner

- Keep Ziggy but also hiring contract cleaning company for periodically cleaning. (Either monthly, every 3 months, bi-annually, or annually.) Also needs to further discuss the level of "cleanness" that we want in the studio, as it is also a working space.
- Doug will go ahead and get a quote from the cleaning companies before deciding.

Eastside Cultural Crawl

- Other issue will have to be dealt with first. For Anna-Maria to discuss with Bernie, and see if he is able to organize it.

Other topic discussed

- Find out if Propaganda game is still around and where to send bought tickets. (Jim will follow up.)
- Cash box/patty cash is redundant. Peter will deposit the amount in the cash box and keep \$50.00 for the Change box.
- Basic will not take liability for show pieces. Peter will write out weaver and let Sheryl to include it on the show entry forms.
- Anna-Maria will purchase an easel from IKEA (\$20) so people can try it out at the studio.

- Lighting situation in the studio, will not change lighting for the moment.

Next Board meeting is set on April 11th Saturday 1:30pm at Basic Inquiry Studio/Gallery. (Also Anna-Maria's birthday!)