

Minutes Board of Director's Meeting

May 31, 2010

Meeting held at

1011 Main Street ,Vancouver

Attendees:

Doug Smardon – President

Randy Cullen – Vice President

Melissa Delamar – Secretary

Elizabeth Harris Nichols

Paul Zeke

The meeting was called to order at 7:10 by Doug Smardon, President.

Old Business

Melissa Delamar: The board had approved Melissa as Secretary via email after last month's board meeting. She is now the official Secretary and Thursday evening session manager, replacing Mary Hartlieb. The Board extends their thanks and appreciation to Melissa for taking on these duties.

Session Tickets, Business Card, Pass Cards, Pamphlets: New Session tickets have been printed, and are in "single" form, instead of the usual perforated booklet. Session managers please note the tickets are in the cash drawer with an elastic band around them. You will now have to count out tickets individually.

The board approves new flash card layout to replace pamphlets, and agrees to have 300 printed, at a price of roughly \$100. The Board thanks Joel Libin and Judy Choi for all their work.

The stock of 30 day pass cards are running low, and it is acknowledged that the digital file of the pass needs to be created. M. Delamar volunteers to re-create the pass card, so more can be printed. A start and end date will also be added to the card, to facilitate them being given as gifts.

Drawn Festival

Details still to be finalized by Elizabeth. A notice will be sent out explaining the procedure for submitting work as it was decided that entry forms and fees be submitted by June 15th, and framed work to be submitted by July 10th, after the current Spring Fling show has been taken down. It is suggested that Elizabeth form a committee to help with the drawn festival.

Anyone interested in joining a committee to assist Elizabeth Nichols with organizing Basic's participation with the Drawn Festival, please contact Elizabeth Nichols by email at lizard_nichols@yahoo.ca.

Events to be staged on Saturdays during the Drawn Festival, showcasing the unique contribution Basic Inquiry makes to the community:

- First Saturday: Opening Party
- Second Saturday: Discussion: Philosophy of life drawing
- Third Saturday: Paul Zeke discussion, and out door drawing session

It is discussed that advertising for Basic's Drawn Festival show should include Facebook marketing. Facebook ads are used to market to a more direct audience, and would reach more artists, but It is thought that this may exclude an older audience. M. Delamar and P. Zeke have agreed to look into this further. It is also suggested that show information be included in the Opus newsletter.

New Business

Financial Report

Doug Janzen was not present at the meeting, and could not report financials.

The board is informed that D. Janzen will be resigning his position as treasurer effective immediately. The Board will be seeking someone to fill this position as soon as possible.

Attention all members: Basic Inquiry is currently looking for a new treasurer. The treasurer would be expected to start ASAP. Anyone interested in being considered for this position please contact a member of the Board.

It is discussed that Randal Cullen be added as a signing authority with Vancity, so he can sign cheques, in the event Doug Smardon is not available.

Insurance

Hub International Ltd. has been appointed Basic's new Insurance Broker. The Board was presented with two quotes for the Directors and Officers coverage and approved Traveler's Insurance Ltd. with an annual premium of \$850 with a \$1,000 deductible. This represents a \$50 saving from Sovereign Insurance, our previous carrier. With Travelers the Society will lock into a three year agreement saving having to renew every year and insuring a consistent rate. It is also requested that Canadian Northern Shield carrying our Building and Contents insurance, include a glass repair clause. The existing policy with Broco Glass will then be allowed to run out. This will mean a \$150 increase on the current CNS premium from \$900 to \$1,050 with a \$1,000 deductible. This is in exchange for not paying the Broco premium of \$200 which had a \$50 deductible, saving the Society another \$50 in premiums. With this change the Society will

accept a self insured responsibility in the event window damages are less than a \$1,000.

Special events insurance will continue for our gallery openings through Allsport Insurance at \$136 per event and is arranged by the Gallery Curator in preparation for a show.

Given our current policies expired May 27 and 30, 2010 Hub International as arranged for our present carriers to extend coverage until negotiations are completed.

Gallery Rental Policy

The Board approves Randal's policy agreement regarding studio rental. The policy and lease agreement needs to be added to the website, please see attached. Justin Ogilvie will be renting the studio space in the upcoming months. See his course schedule attached.

Justin Ogilvie Drawing Summer Courses *Being Held at Basic Inquiry Studio*

Drawing to Painting the Portrait - \$285

Mondays @ 6:00 – 9:00 June 7, 14, 28, July 5, 12, 26

Drawing the Figure - \$285

Tuesdays @ 6:00 – 9:00 May 25 – June 29

Weekend intensives: *Not being held at Basic Inquiry Studio*

Painting the portrait – May 29 & 30 10:00 – 5:00 (1 h lunch) \$250

Creative Figure painting – June 12 & 13 10:00 – 5:00 (1h lunch) \$250

Contact Justin Ogilvie

778-898-5307 / justinogilvie@hotmail.com / www.justinogilvie.com

Session Manager Training Session

To be held in the late summer/early fall.

Adding Monday Session

It is decided to look at this possibility at a later date. Currently with no treasurer, it is difficult to determine if it is wise financially. R. Cullen has volunteered to review statistical data, to see if attendance has been increasing at the studio.

Gallery

At the opening of the Spring Fling Show, the plant was stolen from the front entrance area of Basic. The culprits made off with the plant while D. Smardon was closing up in the back.

Following the Spring Fling will be the Drawn Festival then Ingeborg Raymer's show.

The position of Curator is still available.

Attention all members: Basic Inquiry is currently looking for a new gallery curator. The new curator would be expected to start immediately assisting Joel Libin until his departure in August. Any one interested in being considered for this position please contact a member of the Board.

There being no further business to discuss the meeting was adjourned at 9:00 pm.