

Board Meeting Minutes
The Vancouver Life Drawing Society

Monday May 29, 2017; Campagnolo's Restaurant at 7:00 pm

Meeting called to order at 7:30pm

In attendance: Douglas Smardon (president), Alain Boullard (member-at-large), Nick Jackiw (treasurer), Danielle Wills (vice-president), Paul Kernan (secretary)

Guest: Chieh Huang

Standing Items:

1. President's introduction:

The President welcomed new board member Danielle Wills and guest Chieh Huang.

2. Approval of minutes of last meeting:

Minutes of last meeting, April 6, 2017, AGM, were approved.

3. Financial Report:

The Treasurer presented a financial report including A statement of revenue and expenses for the three months ending March 31, 2017, and a balance sheet as at March 31, 2017. The following points were noted and discussed:

- a) Some concern was expressed that revenue is down compared to 2016. It was noted that March is traditionally a lower than average month as renewals occur in April.
- b) Danielle noted approximately \$1,500 in corporate ticket sales, and anticipated additional sales to the same company in 6 months time.
- c) TD accounts: Account closed, the Treasurer has received a cheque from Randal in the amount of \$60,926. It was agreed to purchase laddered term deposits (GICs due on different terms, 1/3 short term, 1/3 medium and 1/3 long). The Treasure will provide details of a Van City option for approval.

4. Studio Rentals:

- a) As per the AGM resolution the rental policy has changed. The possible need to change the term "use" to "sub lease" was discussed.

- b) Discussion was tabled pending negotiation of new lease agreement.
- c) Danielle is reviewing the current position with respect to storage spaces at the studio. It was agreed that Danielle would write a new policy on this issue and that in the future, rentals would coincide with membership renewal.

5. Models:

No immediate concerns were raised, however, Alain discussed the future need for a new model coordinator. The time commitment and the need for the coordinator to be on-call at all times were discussed. The possibility of a software option for booking models was discussed.

Old Business:

1. Portrait & Costume Session:

- a) Nick provided an update on the temporary and experimental portrait and costume sessions, co-managed by Chieh Huang and Ezra Larsen, we've been running on Tuesday evenings. After 9 sessions, the initiative can be considered to have been modestly successful. Attendance averages 9 per session, so not yet at a theoretical break-even, but a full-time session in this slot would probably attract more artists over time than a temporary/experimental one. The Board thanks Chieh and Ezra for their considerable initiative, both in proposing these sessions and in managing them, their models, and some portion of their models' costume requirements. Basic thrives on the participation of enthusiastic volunteers like Chieh and Ezra!

Discussion turned to whether a longer-term (permanently scheduled) modeling session might continue after the temporary session is finished. Chieh Huang joined this discussion with several specific points:

- a) Chieh would not be available to take on a more permanent session-manager position; she has only volunteered for the temporary session which runs through June 13.

- b) The Tuesday evening sessions could be incorporated into the regular session schedule, or alternatively, one-off special sessions could be arranged. Chieh indicated that the role of the coordinator is critical and that a significantly greater level of input is required compared to a regular session.
- c) The idea of making models responsible for costumes / makeup was suggested, with a commensurate increase in fee.
- d) With no clear path or available volunteers to consider a permanent costume session on Tuesday evenings, the Board notes the current temporary session will end as planned on June 13.

2. Reinvesting TD account funds

See item 3a above.

3. Updating Van City accounts signing authority:

The need for a new, third signatory for the Van City accounts was discussed. It was agreed that Alain would be the third signer.

4. BC Artscape – Chinatown Studio:

It doesn't appear that BC Artscape is making significant progress with the Keefer Street building project. The President proposed that at this time no action be taken on this issue. Pending an indication from BC Artscape that the project is moving forward the issue could be revisited.

5. Handyman position:

James is no longer available. Item closed.

6. WiFi for studio:

Item closed.

7. 1011 Main Street Lease:

The City has contacted the President and indicated that a new lease agreement will be provided. In the meantime, the current lease and terms have been extended.

New Business:

1. Insurance:

The President has several forms that need to be signed. Doug and Nick will sign after the meeting.

2. Gallery Coordination position:

Tony Chu is no longer available and a new gallery coordinator is required. Danielle indicated that she may be able to take on this role in the short term. However, a new coordinator will be required from September 2017.

3. Website updates:

4. Nick indicated that there are a number of items on the website that are out of date or otherwise inaccurate. Nick will make a list and request Lucas make the necessary changes:

- a) Nick suggested that Cyprian be requested to create new virtual email addresses to avoid personal information of officers and volunteers being available on the website.
- b) Descriptions of session formats are not entirely accurate.
- c) Registration page should be omitted or changed to “gallery schedule”.
- d) Danielle will coordinate the studio schedule with Nick.

5. Portrait workshop proposal from Angela Muellers:

A proposal for a portrait workshop from member Angela Muellers, copy attached, was reviewed. It was decided that the proposal should be considered as a standard studio rental by a member and assessed accordingly.

6. Formalization of Vice-President role:

Danielle agreed to write a description of the Vice-President role.

There being no other business, the Meeting was adjourned at 9:30pm.