

Board Meeting Minutes
The Vancouver Life Drawing Society
Thursday, September 9, 2021; 6:00 PM

Meeting held via Zoom.

In attendance: Douglas Smardon (president), Paul Kernan (vice president), Jaime Jones (treasurer), Nick Jackiw (technology manager), Alain Boullard, Kelly Talayco (secretary)

Meeting Chair: Doug Smardon

Standing Items:

1. The meeting was called to order at 6:05 PM
2. Agenda was adopted.
3. Minutes of the previous meeting of July 13, 2021, were approved, as previously sent to members and posted to the website. For the new secretary's benefit, the process was clarified:-- Secretary prepares draft of each meeting's Minutes; draft is circulated to and reviewed by Board members. When the review is complete, the secretary will release these interim minutes for posting to members and the website. The minutes will receive formal approval at the next Board meeting.
4. Financial Report:
 - a. Nick reported the summer's performance: July - breakeven; August - revenue improving. Still a concern that overall, expenses exceed revenue. Jaime, as new treasurer, will report back on efficiencies and/or bottlenecks with paperflow and our accounting firm.
 - b. Doug reported a delay in Jaime's necessary signing authority on our 2-signature VanCity account. Jaime will review communications with VanCity and clarify who needs to be involved to achieve this.
5. Tech Systems:
 - a. Nick reported no changes to the website or Facebook page.
 - b. Robostar continues to perform well; he's received only positive feedback; no negative feedback. With its statistical capabilities, Nick

could report that on average, one seat per session goes booked but unclaimed, a source of concern to session managers especially when sessions are often sold out. Discussion on this followed later in the meeting.

6. Physical Plant:

- a. Internal leak: Doug has had no response to his email to the City (building owner), and Paul will follow up.
- b. Broken window: A quote was approved for \$1495.59 to Vancouver Glass to replace a second broken window sustained September 6, 2021; the same window that was replaced about 10 months ago. Vancouver Glass managed to patch it for now the next day, September 7. They estimate with the backlog in getting a new window cut, replacement may take 4 to 6 weeks. On Nick's suggestion that we report such incidents, Paul will include this in his discussion with the City.

Old Business:

1. BIO survivability

- a. The August commitments were fulfilled by volunteers Alison, Robyn, and Chieh, all of whom have personal commitments that preclude ongoing BIO session management.
- b. Attendance was good, with a fairly stable cohort of about 15.
- c. Staffing is an issue. At least two people are needed. Nick is no longer available on weekends, and there are no apparent candidates to embrace the training required.
- d. For now, BIO will be in abeyance. Nick will communicate this indefinite hiatus to regular BIO participants.

2. Studio

- a. Optimizing available seats: As noted by session managers, booked seats are sometimes going empty -- seats that could be filled by artists who were not able to register because a session was full. After a long discussion on possible solutions, Nick proposed that Robostrar could

- probably accommodate a kind of unprioritized waitlist (“Please let me know if a spot becomes available”) and a system by which late cancellers would be reimbursed if someone claims their cancelled seat. Combined, these might motivate current “no shows” to cancel their seat even shortly before the session (rather than simply abandon their ticket), while improving the chance that people desiring such a seat see its availability in the short window between late cancellation and start of session.
- b. Models: We need more models and at least one week’s commitment to their availability to open a session for registration. Again, Robostrar could accommodate a calendar that shows “Model to be announced” and this would allow advance registration.
 - c. Nick will work on the various Robostar issues and report back.

New Business:

- 1. Impact of COVID
 - a. Vaccine passports: The Provincial mandate on proof of vaccination becomes effective September 13th, and we will adhere to this as well as to all current Provincial guidelines. Session managers will be advised to screen for proof of vaccination; a bulletin will be sent to all members; a notice will be added to Robostrar, advising of the new requirement. If someone has signed up and is not prepared to show proof of vaccination, they should cancel their seat.
 - b. Number of sessions: Based on the summer’s experience and participants’ interest, it was agreed that we would cautiously begin to add to the session calendar.
- 2. Session formats:
 - a. In addition to the current Tuesday and Thursday morning sessions, potential session managers have been identified for Thursday

- evening, Friday evening, and Wednesday morning sessions. These will be activated late September as soon as details are confirmed.
- b. A gradual phase-in of additional sessions will allow us to monitor attendance.
 - c. We will hold open a Sunday morning slot for BIO in the event it can be reactivated.
 - d. As Paul noted, we are not in a position to rebuild the pre-pandemic schedule but are striving to add to “a COVID schedule” -- which will change as circumstances allow.
3. Ticket sharing: This topic is tabled to a future meeting.
 4. Robostrar Administration Support: Recognizing that Nick is the only one with specialized expertise in Robostrar, it was agreed that Nick will orient Doug to the system. This would include how to engage with the correct technical expertise should we need back-up to Nick.
 5. Filing of Board emails: Paul noted that certain types of Board group emails should become part of the organization’s permanent archives as records of official proceedings. Two options exist for a permanent record: (1) Email threads conducted via the SLACK platform; (2) Past (“historic”) email threads could be PDF’d and added to the Board’s Google Drive.
 6. Anonymous donor and art student education: The donor remains interested, and we will watch for the circumstances to become ripe.
 7. Underground Circus: Nick shared diagrams of the prototype rigging suggested by this company. Discussion followed on the very controlled use to which such rigging could be used by models:-- e.g., using a suspended rope for support while remaining on the ground; other possible use by certified acrobat professionals. Nick will ask for a proposal including cost and hardware specifications, and Paul will assist with technical evaluation.

Next Meeting: Monday, October 19, 2021 via Zoom

The Meeting was adjourned at 8:15 PM.