

Board Meeting Minutes
The Vancouver Life Drawing Society
Monday, October 18, 2021; 6:00 PM

Meeting held via Zoom.

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

Arrived mid-meeting due to technical difficulties: Doug Smardon (president)

Meeting Chair: Paul Kernan (VP) until Doug's arrival.

Standing Items:

1. The meeting was called to order at 6:11 PM
2. Agenda was adopted.
3. Minutes of the previous meetings of September 9 and September 13, 2021, were approved.
4. Financial Report:
 - a. Jaime reviewed the August and September statements, noting the \$15K drop in revenue from September last year. Nick observed that we showed a small loss in September, after discontinuation of BIO, and our current revenue does not cover the rent. It was noted that BIO cannot resume until suitable session managers come forward.
 - b. Discussion on remedies was deferred to later in the meeting.
 - c. Jamie will liaise with the accountant to ensure that terminology is consistent (e.g., the categories "XXX drop-ins" should be "XXX ticket sales)."
5. Tech Systems:
 - a. Nick reported that he has implemented the waitlist notification on Robostrar, as previously discussed, and this is working well.
 - b. He reviewed relevant statistics from the abundance of information available from Robostrar. Consistently, sessions are not completely filled because cancellations are routinely being made just before the cut-off for ticket reimbursement. There is, therefore, a cost to Basic in

the current cancellation policy, and seats go empty that might have been rebooked by others if there were more notice.

In summary, many artists are using the current cancellation policy to enroll “speculatively” for more sessions than they intend to attend, and then cancelling those they choose not to attend 12 hours before, in order to receive full refund. This has the negative effect of dissuading other artists from considering attending for sessions that appear “sold out” with speculative registrations. These users aren’t “cheating;” they are taking logical advantage of the current Robostrar design and cancellation policy. If we want to fill our sessions better, we need to revise both design and policy to encourage artists to register only for sessions they actually plan to attend, and to use “cancellation” more to manage personal emergencies than to speculate about their own future availability. For example, changing policy to permit cancellation up to the last minute but always only with a ½ ticket refund would both discourage people for registering for sessions they don’t actively plan to attend, and encourage people to cancel sessions they don’t plan to attend *even if at the last minute* (thereby opening up the seat for someone else).

The Board agreed to monitor this situation with no immediate action.

6. Physical Plant:

- a. Internal leak: Paul continues to pursue this lingering issue with the City of Vancouver (building owner) and the building manager. For now, Paul will engage a contractor for a low-cost interim fix by which the leak water will be collected and drained into one of the studio sinks.
- b. Broken window: Paul reported the window will be replaced within the coming week. ***Was replaced Tuesday the 19th; Day after the meeting.***

Old Business:

1. BIO: On-line sessions are in abeyance for the time being, with no change in sight.

2. BASIC Survivability: Discussion ensued on related proposals brought forward by Nick and by Doug to address revenue issues within the current constraints.
 - a. Raise seat capacity: Nick reported that increasing maximum studio capacity from 16 to 18 has been okayed by the session managers who responded to survey (4 out of 5). This presupposes that masking and vaccine card requirements remain in effect.

Doug joined the meeting by phone and assumed the chair.

- A maximum studio capacity increase, from 16 to 18, and therefore a registerable seat capacity increase, from 13 to 15, was unanimously supported, to go into effect Monday, October 25th. Nick will issue a notice to that effect.
- b. Increase the number of sessions: Nick reported we have Steve Williams volunteering as session manager for a Saturday morning regular session. All agreed that this will be launched as of Saturday, October 23; to be included in Nick's communication to members. Our Thursday evening session manager remains unavailable until December so for the time being that slot remains unfilled.
 - c. Raise fees for annual membership and session tickets: Significant discussion ensued on the issues we face with borderline revenue and public health considerations. Observations that informed the discussion in general:
 - i. Without BIO income, revenue increases are essential.
 - ii. We cannot yet move to the "full service" Basic schedule that existed pre-COVID. Adjustments have historically been made in the schedule from time to time.

- iii. With an additional session and increased seating approved on an imminent basis, we are offering more value.
- iv. We are always in need of new volunteers; more options could become available if staffing were not an issue.
- v. Some options do not fit our current model of one ticket equals one session and therefore will not be pursued at this time. (e.g., variable session pricing applied, for example, to multi-week Long Pose sessions; fractional ticket penalty for borderline cancellations).
- vi. Even small increases will make a difference at this time; increases need to apply, as relevant, to both members and non-members.
- vii. Certain types of ticket packages are not relevant in the current context.

d. *MOTION*: Raise the annual membership fee to the pre-COVID rate of \$60/year. Passed unanimously,

e. *MOTION*: Raise the single-session member ticket to \$17 (up from \$16). Passed unanimously.

f. *MOTION*: Raise members' 5-pack to \$75 or \$15/ticket (up from \$13/ticket). Passed unanimously.

g. *MOTION*: Raise members' 10-pack to \$130 or \$13/ticket (up from \$10/ticket). Passed unanimously.

h. *MOTION*: That all price increases become effective November 1, 2021, to be communicated by email from Nick this week, along with his communication on the additional session and the additional seat availability. Passed unanimously.

3. Robostrar - back-up training to Nick. Nothing new to report.

New Business:

1. Policy on ticket-sharing: This is not immediately relevant in the current context; applied to a previous model of corporate ticket-buying. Tabled for when there is demand.
2. Anonymous donor: Nick has advised the donor that we do not have resources to manage a dedicated designation for art students and suggested the donor defer a decision on a donation until the calendar year-end.
3. It was noted that Jaime is now responsible for the CERS filing and documentation; Nick will assist the transition by providing any data that is needed.
4. Underground Circus: Nick has received a rough quote from this group. We will need more information from them, such as the details of fastening and specifics about liability. Paul will assist in the technical review and a review of allowable alterations under our lease. ***The Board also needs to be satisfied with its own comfort level on any perceived risks and liabilities with models using the support harness.***

Next Meeting: Monday, November 15th, 6-8 pm
(Note holiday schedule to be considered at that time)

The Meeting was adjourned at 8:04 PM.