

BOARD MEETING MINUTES - THE VANCOUVER LIFE DRAWING SOCIETY

7 November 2023 / 6:00-8:00 PM / At the studio, 1011 Main St.

ATTENDEES:

Chair: Kevin Hartwig

Attending: Sarah Heng Hartse, David Boal, Killian O'reilly, Lindsay Towns

Guests: Janet Nicol

STANDING ITEMS:

1. Meeting called to order at 6:10pm
2. Adoption of agenda:
3. Approval of August Minutes: Approved
4. **Financial report:** There has been a change of personnel at our accounting service. Dave is caught up on his end, but is waiting on approvals from the bank. Monthly we are covering our expenses well and have a healthy income on top of that.
5. **Secretary's Report:** Lindsay is putting the finishing touches on some physical promotional material for the society (fresh business cards, a postcard schedule, etc) and will print and distribute them soon.
6. **Technology Report:** Nick has implemented a 'special session' feature for Robostrar that gives context to one-off sessions, such as the Halloween costumed session. He has also added a 'weeks since model last appeared in this session' column to Robobooker to further encourage diversity of models at various session times. In addition, he has added email tools for seeking model replacements on short notice.

Lucas Johnson has handed over control of the website's GitHub repository to Nick, and Bryce has joined Nick as a contributor to that repo.

OLD BUSINESS:

1. Gallery report:

- a. Come see Chi3h's figurative photography show, *Against Material*, on our gallery walls from November 25 to December 16, 2023. Gallery is open Saturdays 2pm-5pm, with a **Gallery Opening and Party, December 2nd, 7pm.** ([RSVP appreciated](#) for planning purposes---thanks!)
- b. Members interested in showcasing their work should inquire with the Gallery Coordinator, Alain Boullard. (alainmfboullard@gmail.com)

2. (10 min, Janet, Grandy) Proposal for discussion, amendment, vote: **BI History Booklet & Event**

- a. Janet proposes having a launch event for the BI history booklet, and suggests pairing it with an in-person event for maximum impact. The board members present agreed that it would be good to make it a large part of the upcoming holiday event.
- b. Janet has distributed booklets to all major universities, art institutions, and libraries for archival. She suggests creating a media press kit to coincide with the online release of the booklet.
- c. She would also like to put the booklet online for all members to access as a PDF. Grandy plans to invite members of Basic to share their stories on the webpage; these would be curated, then posted alongside the booklet.
- d. Janet, Grandy, and Bernie Lee have received session tickets to honor their work on the history booklet.

3. (10 min, Dave) Proposal for vote: **Model Rates**

- a. All board members present voted in favor of increasing the model's pay by \$15, for a total of \$115 for a 3 hour session. Session managers are encouraged to continue reminding attendees of the tip jar.

4. (20 min, Lindsay) Proposal for vote: **Holiday Party**

- a. The focus of this event is **volunteer appreciation and recruitment.**
- b. Dave suggested inviting all BI members who have expressed interest in volunteering in addition to board, session managers, and volunteers. Aim for everyone to RSVP by Dec 15th.

- c. All present agreed to host the event at the studio, with catering and handmade decorations. Sarah recommends Emmelle's Kitchen or Lazy Gourmet for catering.
- d. A budget of \$50/person, with an attendance of 50 persons or less, is the goal.
- e. We are considering having alcohol at the event; each eligible attendee receives a physical ticket for a complimentary drink, with a cash bar for additional drinks.
- f. January 19th at 7pm was chosen as a tentative date/time, with the 12th or 13th as backup.

5. (20 min) Discussion: Workshops

- a. It has been generally accepted that we do not wish for Basic Inquiry to subsidize the activities of a business, and that any "workshops" would be finite and subject to approval by the board.
- b. Consider making workshops available only to members of Basic Inquiry.
- c. Dave suggests having workshops on *our terms*. We determine what dates and times are open and offer them then.
- d. This being an ongoing and complex discussion, we agreed that everyone should, separately, write what they expect workshops to look like and compare notes afterwards, taking the best elements of each proposal.

NEW BUSINESS:

- 1. **(10 min, Lindsay)** Proposal for discussion, amendment, vote: **Increasing Session Limits**
 - a. Covid-19 safety measures in the past lead to a decision to reduce capacity at sessions. With a few sessions being sold out recently, those present voted unanimously to raise the session limit to 29 people max. This equates to 25 artists, a session manager, the model, and 2 spots in reserve.
 - b. **This change will go into effect on Dec 15th**, along with updated safety plans online and in the studio.
- 2. **(10 min, Lindsay)** Proposal for discussion, amendment, vote: **Volunteering Minors**

- a. Killian brought to our attention that the new session manager training under Ron Bijok, and awaiting approval for helming the Saturday sessions, is under 18. She has shadowed Ron at his sessions and has demonstrated her professionalism.
 - b. Those present decided to recognize her as a session manager on two conditions; that a past or present volunteer of Basic is always there to back her up, and that she and her parent/guardian sign a liability waiver. Lindsay has drafted an agreement, and she and her parents will sign with Ron as a witness at the next Saturday morning session.
3. **(10 min, Sarah)** Discussion and feedback: **Website Update**
 - a. Sarah has created a mockup website to address a few issues, including navigation, usability across multiple screens, and readability. The board has submitted their feedback internally. From there, the old site will need to be backed up, and the new site hosted and linked to robostrar.
 - b. The tentative launch date is planned for December.
4. **(10 min, Sarah, Dave)** Discussion: **SWOT Workshop**
 - a. Sarah and Dave proposed a SWOT (*Strengths, weaknesses, opportunities, and threats*) workshop for the board to brainstorm and plot a course for the future of Basic. The workshop is planned for Nov 28th from 6-8pm.
5. **(10 min, Kevin)** Discussion: **Bringing back the Monthly Newsletter**
 - a. Kevin wishes to bring back the monthly newsletter in the form of a 'President's Report'.

NOTES:

- Kevin mused how many potential session managers simply can't commit to a session every single week; can we somehow have a week on/week off schedule with a duo of managers?
- The Halloween costumed session was a success! We'd like to make it a regular event, perhaps monthly.

ACTION ITEMS:

1. The next meeting has been scheduled for **December 5th from 6-8pm** at the studio.
2. Lindsay- prepare digital invites for Holiday Event.
3. Board members- Write a proposal of how *you personally* think workshops should work.

Meeting Adjourned: 8:00pm