

BOARD MEETING MINUTES - THE VANCOUVER LIFE DRAWING SOCIETY

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

ATTENDEES:

Chair: Kevin Hartwig

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

STANDING ITEMS:

1. Meeting called to order at 6:00pm
2. Adoption of agenda: Adopted
3. Financial report: Dave has taken into account our monthly expenses and determined that we can move forward with the raise for models as planned.
4. Secretary's Report:

Basic's business licenses for 2024 have been paid in full and will be hung in the studio as soon as they arrive.

Our new business cards and schedule postcards have arrived! Over the coming months, the board will be distributing them to various art stores, colleges, and notice boards across the city to bring in potential new artists.

She has also started documentation for how shows in the gallery are done, intended to be a living document that makes holding a show more accessible.

OLD BUSINESS:

1. Gallery report:

- a. Chi3h's figurative photography show, *Against Material*, had a very successful opening party and gallery hours. The show will be taken down over the holiday break.

- b. The first show of the new year is a member self submission show. **Members, you are encouraged to hang your figurative work on the walls! We recommend 5 pieces or less per artist.** Pins can be found near the notice board.
 - c. Alain has moved the proposed Digital Show to April; Lindsay has donated a mini-projector for it and future shows.
- 2. (30 min, Bryce) Proposal for discussion, amendment: Workshops & Studio Rentals**
- a. As it is a complex subject, we had further discussion regarding workshops and proposed the following:
 - i. All workshops shall be run by a named volunteer of Basic Inquiry, such as session managers and others with titles.
 - ii. Instructors are expected to create a proposal for their workshop, for approval by the board. After approval, the instructor will prepare an agenda for each session of their workshop (if there is more than one session.)
 - iii. Workshops must be related to figurative work or portraiture in some fashion. Paint, dry media, sculpture, digital, printmaking, etc. are all acceptable mediums.
 - iv. Instructors front 5 session tickets to secure the studio space for 3 hours, and charge for their workshop (if desired) on their own terms. The instructor is responsible for acquiring their own model, if needed.
 - v. Undecided: Have attendees pay 1 ticket + workshop fee to attend; but this method may be too confusing for attendees.
 - b. We hope to give a final vote to this proposal at the January meeting, and after that, do a trial run of a workshop.
- 3. (10 min, Lindsay) Discussion: Volunteer Appreciation Party**
- a. Lindsay has created a detailed party plan and is in the process of securing catering, insurance, and other necessary items. Volunteers should expect an invitation soon.

NEW BUSINESS:

1. **(20 min, Sarah)** Proposed motion for discussion, implementation: **Website Update**
 - a. Sarah is working on a polish pass for the new website, taking into account feedback from Nick and Dave.
 - b. She plans to add a code of conduct, board member photos, and member submitted artwork.
 - i. We would like to showcase members' artwork in galleries throughout the site (this means YOU!) If interested, please submit 1-3 pieces to sarahjhenghartse@gmail.com with the subject "Web Gallery". JPG or PNG file types, 1200 px max are ideal. All artwork will be properly credited to the artist.
2. **(10 min, Bryce)** Proposed motion for discussion, vote: **Monday Evening Session**
 - a. Bryce proposed a new session on Monday evenings from 6pm - 9pm, starting in the new year. It was voted in unanimously. Keep an eye out for the new session on Robostrar!
3. **(20 min, Lindsay)** Discussion: **Volunteer Positions**
 - a. At our SWOT session, the board determined that our primary concern should be gathering more volunteers for committees, potential new sessions, finite projects, and to shadow long-time volunteers.
 - b. Kevin and Lindsay have interviewed two new volunteers (one as a Studio Coordinator) and we hope to assign them some tasks at the start of the new year.
 - c. Create a wishlist of all volunteer positions and write a brief "job description" of each position.

NOTES:

- Killian expressed that he would like to have photographs taken of future gallery openings and events for documentation and promotional reasons.

- Look into acquiring a whiteboard/chalkboard for workshops. Storage may be an issue.
- The *SWOT* session was a success! We were able to zero in on our strengths and goals for the new year after much deliberation.

ACTION ITEMS:

1. The next meeting has been scheduled for **January 9th from 6-8pm** at the studio.
2. Bryce: Write code of conduct for the website.
3. Lindsay and Dave: Secure catering, liquor license, special event insurance, etc.
4. Lindsay: Create volunteer job descriptions.
5. Sarah: Complete website and archive old site as a failsafe.

Meeting Adjourned: 8:00pm