

## BOARD MEETING MINUTES - THE VANCOUVER LIFE DRAWING SOCIETY

6 August 2024 / 6:00-8:00 PM / At the studio, 1011 Main St.

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### ATTENDEES:

**Chair:** Kevin Hartwig

**Attending:** Kevin Hartwig, Christian Geiser, David Johnson, Bryce Baril, Sarah Heng Hartse;  
via voice call: Killian O'Reilly

**Guests:** None

### STANDING ITEMS:

1. Meeting called to order: 6:10 pm
2. Adoption of agenda: yes
3. **Financial report (Bryce):** Slight loss trending over the last 3 months, which is possibly being recovered through interest from investments. Bryce created a graph outlining the past 6 months of ticket sales, which shows an upward trend. Broken down into types of sessions, it seems that gesture is popular and we could consider adding an additional gesture session, and also consider ramping up marketing.
4. **Secretary's Report:**
  - a. **July Newsletter**
    - i. Cheree has created the first newsletter which went out to members mid-July. So far, positive reviews!
    - ii. We have also asked her to put together a weekly graphic for the model schedule, which she has done. It is being posted on social media channels every week by Chieh.
    - iii. Any feedback and newsletter contributions are appreciated!
  - b. **Google Maps Business Accounts**

- i. We discovered there are two business accounts for Google Maps: <https://g.co/kgs/WfekxPk> and <https://g.co/kgs/gb4Vo2a>. One seems to have random garage sale pictures listed. Sarah has requested through Google that the pics be removed. Sarah has also asked Nick to consolidate the two by going through Google since he is the owner of the main Google Maps listing.

**c. Special Session: Mother and Child**

- i. Christian was the session manager for the special session featuring Emily & Eleina, which was very well attended. Emily is open to the possibility of further sessions with Eleina (possibly every 6 weeks).

**d. Bathroom garbage overflowing**

- i. A note from an attendee: “The bathroom garbage was overflowing when I arrived, three weeks in a row. Also someone isn’t emptying out the recycling when it’s full on Wednesday night.”
- ii. Wednesday night session manager and cleaner were alerted of the issue and both responded they will take care of it.
- iii. Kat the cleaner has been unavailable since April due to personal responsibilities, consider finding another backup cleaner (volunteer position) to assist with cleaning.
- iv. Create a session manager cleaning checklist to send out (by Lindsay)

**VOTE: Add another cleaner volunteer position (unanimous)**

**OLD BUSINESS**

**1. Robostrar Replacement Update (David)**

- a. Lindsay, David and Sarah talked about Square features and did a quick mockup in a Square account.

- b. We also need to consider Robobooker's scheduling requirements, which are separate from the Robostrar mechanisms.
  - c. The committee will meet again for more discussion and further exploration of off-the-shelf software solutions.
- 2. Culture Crawl Update (Lindsay) - tabled**
- 3. Easel Replacement Project Update (Bryce)**
- a. Possible bulk easel purchase through Alibaba
  - b. Bryce would like to purchase 5 for \$100 each (approximately \$200 each with shipping)
  - c. Style: Mast easels on wheels for easy maneuvering, plus the tops can fold down to create tables.
- 4. Paying Models GST Update (Lindsay) - tabled**
- 5. Special Event Board Update (Bryce, Kevin)**
- a. Kevin has edited the form for special event suggestions and will print it out and display in the studio. He also brought in a magnetic whiteboard that is now mounted on the front desk for the purpose of being used for special session suggestions.
- 6. Vancouver Fan Expo Update (Killian)**
- a. Nobody has received confirmation from the event coordinators yet. We will check back in November, closer to the date of the convention for further details.
- 7. August 3 Gallery Show (Bryce)**
- a. A success!
  - b. Ron got the Serve-It! license to serve liquor.
  - c. Costs for food/liquor came to ~\$350

## **NEW BUSINESS:**

### **1. License interview for switching to a different type of license**

- a. Email from City of Vancouver regarding license change. Representative needs to come in person to talk about the license change.

- b. Lindsay will take care of this when she returns from vacation, Bryce may also attend if schedule allows.

## 2. Marketing initiatives

- a. Look into local craft breweries for free beer as sponsorship, sell liquor at future events
- b. Look into potential advertising channels (newspapers, online, institutions, etc.) and rates.

## 3. New Space

- a. Christian has a lead on a new build looking for potential tenants on Cambie. Will look into this as an option.

### ACTION ITEMS:

#### Lindsay

- ~~COV license change~~
- Send out email to session managers about cleaning

#### Bryce

- Send over checklist for session manager cleaning protocols
- Touch base with Lindsay about license change
- Send in expense receipts for lighting

#### Sarah

- Create laminated checklist for keeping the studio clean
- Send email request for volunteer cleaner

#### Kilian

- ~~Ask models about Robobooker and their feedback, what they would want in a model booking system~~

#### David

- Set Square appointment with rep
- Look into craft breweries for free beer sponsorships

#### Kevin

- Work with Alain re: special sessions/board

**Christian**

- Look up newspaper and social media platforms for advertising, rates, etc.
- ~~New space lead follow up~~

**Meeting Adjourned: 7:40 pm**