

Minutes Board of Director's Meeting
Monday, January 24
Meeting held at
1011 Main Street, Vancouver

Attendees:

Doug Smardon – President
Randal Cullen – Vice President
Melissa Delamar – Secretary
Doug Janzen – Treasurer

Elizabeth Nichols – Member at large, Lucas Johnson – web master, and Tony Chu – Gallery Coordinator send their regrets, as they could not make the board meeting.

The meeting was called to order at 7:07 by Doug Smardon, President.

The Passing of Yeana Kim

Following a one minute silence in her honour the Board discussed the passing of Yeana Kim and the hard ship this has placed on the Society.

On Sunday January 16, 2011 Yeana Kim our Thursday evening session manager succumbed to a very serious illness while in hospital. With all the sudden turmoil many details are lacking but the Board agreed that as information unfolds a space on our web site and Facebook page be dedicated in her memory. Yeana's sister is presently with family in Korea. Upon her return the Board will seek the permission necessary to post photos and even examples of her art work.

At the studio are three sympathy cards to choose from for expressing support to her family.

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Old Business

Review of last month's minutes – The meeting minutes are accepted as read.

Ingeborg's Painting

Ingeborg at the request of the Board has donated a painting she did in 2002 of Gerry Kelly, the founder of Basic Inquiry. It is oil on board and was hanging in her last show at the Gallery. A plaque has been finished and added to the frame.

Studio Rental

Regarding the Vice President's intent to come up with more ways to efficiently utilize the studio space the discussion concluded that the rental policy in place is likely the best way to see this through. The studio rental information and lease agreement is posted on the website. The studio is available for \$20/hr. for a minimum of 4 hours. Non-members must also pay an extra fee of \$10 to compensate a session manager to open and close the studio.

New Business

Financial Report

The board reviewed the 2010 financial report which will be delivered to the membership at the AGM. The Society is on solid financial footing.

Volunteers

An updated volunteer list is currently being assembled. Elizabeth Nichols has volunteered to complete this list.

Doug Janzen Resignation

Doug Janzen, our current Treasurer will be resigning on February 12 at the AGM. The board is currently looking for a new treasurer.

Attention all members: Basic Inquiry is currently looking for a new treasurer. The treasurer would be expected to start ASAP. Anyone interested in being considered for this position please contact a member of the Board.

Purchaser Position

Alain Boullard has resigned his position as purchaser. Please see attached to this document, a description of the position.

City of Vancouver 125 Anniversary Grant Program

Doug S is looking for serious proposals for the City of Vancouver's 125 Anniversary Grant Program. He is open to ideas from all members. For more info visit: <http://vancouver.ca/commsvcs/cultural/gasp/grants/125small.htm>

Alliance for Arts/Van Dops Arts

Doug Smardon moved that until we can get a Public Relations volunteer to liaise with Alliance for Arts & Van Dop Arts, that Basic not renew its membership with either. Randal has agreed to follow up with the two websites and report back to

the membership at the AGM with recommendations as to the best way to proceed.

Other

The following motions were made, it was decided that the decisions on those motions would be deferred until the AGM on Saturday, February 12. The board agreed that stats will have to be kept on session attendance through 2011 and QAS maybe called upon to do this.

- Modeling fees raised to \$70 (from \$65)
- A Monday portrait session added for a trial period, starting in March.
- An increase in benefits for the board. (3 months of free sessions for every full year of volunteer work, after the board member has resigned.)

There being no further business to discuss the meeting was adjourned at 8:55 pm.

The Vancouver Life Drawing Society

Volunteer Position: Purchaser

Scope of Work

Responsible for taking stock of what is needed, then purchasing, picking up, delivering and stocking materials and supplies as needed in the function of the Society's studio and gallery. Items included but not restricted to are:

- Concession items – pop, juices, water, granola bars, coffee, tea, sugar and cream etc.
- Sanitation items – toilet paper, paper towels, garbage bags, cleaning implements, soaps and cleansers etc.
- Stationary items – bulk supply of news print, office supplies, paper clips etc.
- For members shows – supplies such as food and liquor etc.
- Promotional material – invitations, flash cards, business cards, posters etc.

The position requires the volunteer:

- Be a member of the Society as they will be entrusted with a set of studio keys.
- Owns a vehicle registered in B.C. with a valid B.C. driver's licence and insurance that can be used to deliver said products to the studio/gallery.
- Has the financial means to front the Society the monies needed to purchase the items until reimbursement can be arranged.
Reimbursement will be by cash or cheque upon presentation of all original sales receipts.

The volunteer can purchase a Costco Membership that they will be reimbursed for to facilitate shopping for many of the items needed.

When delivering in the evening or on weekends parking can usually be found on Main Street in front of the studio or access to the underground parking loading/unloading zone can be arranged with a session manager while sessions are in progress. It is advised deliveries be made before or after sessions to avoid disruption of the session.

Compensation

The position comes with a gratis membership to the Vancouver Life Drawing Society, free sessions for the length of time the person holds the position and the volunteer will be entitled to charge one tank of gas to the Society every quarter (3 months) of the calendar year.