

Board Meeting Minutes
The Vancouver Life Drawing Society

Monday February 6, 2017; Campagnolo's Restaurant at 7:00 pm

Meeting called to order at 7pm

In attendance: Douglas Smardon (president), Alain Boullard (member-at-large), Nick Jackiw (treasurer), Paul Kernan (secretary)

Regrets: Randal Cullen (vice president)

Standing Items:

1. The Board reviewed and unanimously adopted the minutes of the Nov 14, 2016 Board Meeting with two minor modifications:
 - a. Standing Items: 3. Models - No discussion
 - b. New Business: 1. Painting Group Approval. The Board discussed and approved the proposal with one abstention.
Corrected minutes will be posted.
2. Financial Report:
 - a. The Treasurer presented finances through the end of November (Attached).
 - b. October and November 2016 net income were reported as \$4,025.55 and - \$809.12 respectively.
 - c. The new bookkeeper Akiko Inomata is working out well
 - d. The VanCity account situation is not entirely satisfactory and management of VLDS accounts takes considerable time.
 - e. The Treasurer continues to monitor both accounts (short term expense and long term cash reserves) and to periodically transfer funds from the former to the latter.
3. TD Investments: As previously discussed, Randal will be stepping down from the board at the next AGM, and for this reason has sold the TD Investments. Randal will provide details of sales amount at the next meeting.

4. **Studio Rentals:** The President presented drafts of new studio rental agreements for discussion. After discussion, it was agreed the President would make some modifications and circulate to the Board.
5. **Models:** No discussion.
6. **GST discussion:** December 7, the Treasurer met with Marianna Scott, Quantum Accounting Services' president, on the subject of Basic's needs to collect and report GST. According to Quantum, under our status as Society, we have no obligation to register for GST payment until we reach \$200,000 in annual revenue—an amount we are nowhere close to earning. At that point, after registration, we will be able to reclaim 100% of the GST we are currently charged, but we will also have to itemize, collect, and account for GST in our revenue (i.e. ticket sales, membership sales, etc.). At present, we petition reimbursement of GST at 50% of what we are charged under a policy program that Marianna thinks we are using inappropriately (since it is intended for Societies that receive more than 40% of their income in a year from government sources), and we only recoup ~\$600/year under the policy but incur accounting fees segregating expenses and filing for reimbursement. Thus, Marianna's recommendation is we *stop* looking for GST reimbursement entirely in the short term, and focus (in the time between now and some future in which we are taking in \$200,000/year in invoices) on tightening our revenue-collection procedures, both to prepare for ultimate GST collection and reporting and to help our members and facilitate our institutional transition to "the post-cash economy." The Board advised the Treasurer to discontinue GST accounting per Marianna's advice.

New Business:

1. **New portrait & costume sessions (Tuesday evenings).** The Treasurer presented a proposal for new Tuesday evening sessions alternating between costumed model sessions and portrait sessions. The sessions would be managed by Ezra Larsen and Chieh Huang respectively, with Nick Jackiw acting as board liaison. Various aspects were discussed including the need for additional lighting equipment, costumes and

costume storage. It was agreed that the Treasurer would work with Ezra regarding requirements for costumes and would further investigate the need for new lighting equipment. In addition, the Treasurer agree that he would manage the sessions in the event that either Ezra or Chieh were modelling. A proposal to authorize up to \$500 to cover costs for lighting and costumes was approved, with the treasurer abstaining.

2. Sunday morning session management: The current session manager, Alex, is frequently absent; a new session manager is needed. James Caesar and Shelly Feng were discussed as possible candidates. It was agreed that an ad would be placed for a new session manager for Sunday morning sessions if one could not be quickly recruited.
3. HVAC repair: Various Board members continue to work with the City to address this issue.
4. Handyman position. Alain Boullard has discussed the position with James Caesar. Resolution of this issue is partly dependent on resolution of item 5 below. Discussion tabled til next meeting.
5. Wifi for studio: More research on costs is required to make sure bids comply with our business status as a Registered Charity. In addition, a decision on this topic will depend on action taken with respect to item 9 below. Discussion tabled til next meeting.
6. AGM. It was agreed that the Annual General Meeting will be held on April 8, 2017. To encourage member participation at the AGM, the board agreed that Basic Inquiry will offer \$10 off annual membership renewals that are conducted in person after the meeting by members who have attended the full AGM meeting. Alain will organize signage in the Studio to this effect.
7. The Secretary provided a brief report on the implications and requirements for transitioning to the New BC Societies Act:
 - a. There is a 2-year transition period, Nov. 28, 2016 - Nov. 28, 2016.
 - b. A new version of the Society's constitution, containing only the name of the society and its purpose is required.

- c. Other current content of the Society's constitution must be relocated in the Society's by-laws.
- d. A consolidated set of by-laws (original plus amendments plus content relocated from the constitution) is required.

Details of these and other requirements are provided in the attached document *Preparing for B.C.'s New Societies Act: A Guide to the Transition Process*.

- 8. BC Artscape Chinatown meeting: The President briefly presented a potential opportunity, in collaboration with BC Artscape, to relocate the studio to a new location in Chinatown. A meeting with representatives of BC Artscape will be held on February 16, 2017, board members are invited to attend. Additional information on BC Artscape can be found at bcartscape.ca
- 9. It was noted that the lease at 1011 Main Street with the City of Vancouver comes to term on May 31, 2017.
- 10. As indicated above, rental policies are the subject of ongoing discussion.

There being no other business, the Meeting was adjourned at 9:05pm.