

Board Meeting Minutes
The Vancouver Life Drawing Society
Monday June 3, 2019; Campagnolos at 7:30 PM

The meeting was called to order at 7:00pm

In attendance: Douglas Smardon (president), Suzanne Saint Pierre (vice president), Ron Bijok (treasurer), Alain Boullard, Paul Kernan (secretary), Dean Gazeley

Special Items:

1. The President and Board members welcomed new Board Member Dean Gazeley.

Dean Gazeley will be the board's sixth member, marking the first time the Board has had 6 members. He agreed to also take on the position of Financial Clerk to assist the Treasurer with collecting the session packets from the strongbox, reconciling the sheets, recording the figures on the master spread sheet in Google Docs and ensuring cash deposits into our VanCity savings account.

VLDS 2019 AGM, minutes of Meeting

2. The President announces that Siggy Sigmond was not able to attend the meeting and that the discussion regarding a social media strategy for the Society would take place at a future Board meeting

Standing Items:

1. President's introduction: Agenda agreed
2. Minutes of the previous meeting were approved
3. Financial Report
 - a. Analysis of attendance: Ron reported that annual attendance at drawing sessions is typically 8,000. At this

point in the year we are approximately 200 down on last year but approximately the same as the previous year.

- b. Doug requested that financial statements be forwarded to HUB (the Society's insurer).
- c. It was agreed that \$5,000 would be moved from each of the Society's two accounts to term deposits.
- d. Dean indicated that he had previously worked in the commercial banking field and has a good deal of experience in investing. It was agreed that Dean would review options for investing the Society's fund after a review of any limitations imposed by the BC Societies Act. Paul to forward a copy of the Act.

4. Models

- a. Alain reported that one current model feels that there is some obligation to provide at least one modelling opportunity each month. It was agreed that the Society has no such policy and that all decisions regarding selection of models and assignment of sessions are at the discretion of the model coordinator.

Old Business:

None

New Business:

1. Report on Studio Cleaning

- a. Suzanne reported that Marlene might be back soon. Suzanne will contact Marlene to confirm.
- b. Suzanne arranged for a one-time contract cleaning of the studio by a friend Carlos.

- c. It was agreed that until Marlene returns paying a temporary cleaner was a viable option. Suzanne has arranged for Carlos to clean the studio again.

2. Studio fire safety & sprinkler issue

- a. We have been informed indirectly, that a recent inspection of the studio by the City of Vancouver Fire Department, has suggested the current condition with respect to the sprinkler system is somehow non-compliant.
- b. It was agreed that no action would be taken until we had written confirmation from either the Fire Department or a qualified contractor / engineer that there is actually a problem.
- c. It was also agreed that when Bartec (contractor) next check the fire extinguishers and emergency lighting they would be asked to comment on the sprinklers.
- d. In addition, the possibility of having an engineer assess the sprinkler system was discussed.

3. Director and officer insurance

- a. Doug reported that he had recently renewed the Society's director and officer insurance for a 3year term. The cost of the annual premium has increased by approximately \$100.

4. Follow up discussion on Joan Boxall's book launch,

- a. Suzanne reported that she had purchased a copy of the book (*DrawBridge: Drawing Alongside My Brother's Schizophrenia Paperback – June 14, 2019*
- b. *by Joan Boxall (Author), Stephen A. Corcoran (Illustrator)*) for the library (approximate cost \$20). Steve Corcoran was a long-time member of Basic Inquiry.

5. 2019 Gallery shows

- a. It was agreed by all that the current gallery show, and previous shows this year have been very successful.
- b. All agreed that having the gallery and studio vacant on Saturday afternoons in order to hang pictures was essential.
- c. Various suggestions for future shows were discussed, including participating in the East Van Culture Crawl, through an exhibition, or by providing free drawing sessions to the public were discussed.

6. Volunteer list on Google Docs page

- a. Paul agreed to make the volunteer list and session manager handbook available to all volunteers via the Society's google Docs page. This would eliminate the need to email the documents every time there is a change. It was noted that the volunteer list changes frequently.

7. Post new by-laws to Societies Web Page

- a. Paul will post the new by-laws, adopted at the AGM, on the BC Societies VLDS web page.

8. New Items

- a. It was agreed that Dean did not need to be a signing authority.
- b. Alain reported that some members and or models were having difficulty accessing the Model page of the website. Suzanne suggested that changing web browsers would correct this problem.
- c. The question of the security of leaving signed model cheques in the unlocked filing cabinet was discussed. The option of getting a new lockable filing cabinet was discussed although it was noted that the current situation had never previously resulted in any problems.
- d. The question of providing WIFI access in the studio was discussed and tabled.
- e. The need for a land-line phone in the studio was discussed. It was suggested that a phone number might be a requirement of the Society's business license.

There being no other business, the Meeting was adjourned at 9:00 pm.