

Board Meeting Minutes
The Vancouver Life Drawing Society
Monday, March 28, 2022; 6:00 PM

Meeting held via Zoom.

In attendance: Doug Smardon (president), Paul Kernan (vice president), Nick Jackiw (treasurer & technology manager), Jaime Jones (finance clerk), Alain Boullard, Kelly Talayco (secretary)

Meeting Chair: Doug Smardon

Standing Items:

1. The meeting was called to order at 6:00 PM.
2. Agenda was adopted.
3. Minutes of the previous meeting of February 28, 2022, were approved.
4. Financial Report
 - a. Nick reported that we are beginning to gain ground, following the significant revenue loss over the past two years, related to pandemic closures and restrictions.
 - b. It was again noted that due to a timing function of the system, each month's revenue for model fees is reported in the following month's statement.
 - c. The Financial Report was approved unanimously.
5. Tech Systems
 - a. Nick has carried out periodic maintenance of the website.
 - b. The Robostrar ability to offer "pass renewals" in advance of pass expiration (e.g. for members to renew their memberships) is now set up, and Nick asked Board members' assistance in testing it in the coming week.
6. Physical Plant
 - a. Internal leak: Since the leak continues, despite a brief let-up, Paul will direct the tradesman to extend the catchment tray, in line with the area marked on the floor.

Old Business:

1. General Operations

a. New team of cleaners

- i. Doug will continue this week to talk and meet with potential volunteer cleaners, one of whom has already confirmed her willingness to take on the job on a regular basis. Doug's aim is to have a mini-team that can work together on defined tasks on a definite schedule, with clear lines of communication.
- ii. Discussion followed on the scope of cleaners' duties, which will be clarified in a job description, the appropriate number of cleaners, and the usefulness of a system seen in commercial washrooms, with dates and initials for tasks performed.
- iii. Modelling sheets: Nick confirmed that for the past two years, models have been told to bring their own sheets. Some models like to use the studio's sheets and pillows for padding beneath their own cloths, and these will continue to be available but not routinely laundered by us.

b. Implications of the Province's planned lifting of vaccine card mandate on April 8/2022.

- i. It was confirmed that as of this date, we will no longer check vaccine cards and masking will be optional; however, limits will remain on the number of people in the studio until we have an established cleaning routine.

2. Preliminary planning for Sept 1/2022 lease renewal:

- i. Paul has spoken with the City of Vancouver contact person, who will be providing him with more information in the coming week.

3. Planning for the AGM

- i. The date for the AGM was set for Saturday, May 14, 2022, at 2 pm by Zoom. Preliminary discussion took place on ideas for meeting themes.

New Business:

1. Session Managers Handbook and Studio Safety Plan

i. Doug and Nick are working to finalize both of these documents, recognizing that the Safety Plan will need small modifications after the Province's April 8th announcement.

ii. We are selling out many of our current sessions and, with the SM Handbook updated, we will be working to recruit new SMs at or before the AGM.

iii. At the next meeting, the Board can consider whether to resume allowing eating in the studio.

2. Member Survey in advance of the AGM

i. Paul clarified that one purpose of the survey is to measure members' views on safety restrictions. Discussion followed, including Nick's suggestion that we ask the ~30 paying members who have still not returned to in-person sessions, "What would it take to bring you back?"

ii. Paul will circulate a draft questionnaire to the Board and suggested we allow time for open-ended discussion at the AGM.

3. Newsprint for artists' use in the studio

i. Doug asked if we wished to continue providing newsprint sheets as a gratis service to attendees. Nick noted that an anonymous donor has provided some funds for supporting artist practice in the studio, and some small part of this could support the cost of newsprint.

ii. It was agreed that we will continue this free service – with thanks to Doug for picking up the 100-lb package! Participants will be asked to limit their share to 10-20 sheets/session, and Session Managers will keep an eye on usage.

4. BIO (Basic Inquiry On-line): Future prospects and equipment inventory

i. There was general agreement that BIO might some day need to be resurrected, and the equipment should be retained. BIO sessions could be desirable in any case if there were sufficient volunteer staff to conduct the sessions. This is something that the member survey might test.

ii. Doug and Nick reviewed the current location of BIO equipment, which will be secured in the studio, making room for cleaning supplies.

Next Meeting: Monday, April 25, 2022, 6-8 pm by Zoom

The Meeting was adjourned at 7:30 pm.