

**Management and Planning Committee Meeting**  
**Tuesday, 21 February 2017 - 7pm**  
**Lise Roy Room, Shenkman Arts Centre**

**Attendees:** Lynne Alsford, Cheryl Mattice, Josie De Meo, Murielle Bérubé, Maureen Rooney Mitchell, Mary Ann Varley, Corinne Feasey, Marie Leger, Claire Ouseley, Danielle Beaulieu, Jessie Parker, Glen May.

1. **Call to Order** – Lynne Alsford

2. **Approval of Agenda**

-*Motion* to approve agenda by Lynne. *Seconded* by Cheryl. *Carried*.

3. **Approval of Minutes of January 17<sup>th</sup> 2017.**

-*Motion* to approve the minutes by Lynne. *Seconded* by Josie. *Carried*.

4. **President's Report-** Lynne

Annual General Meeting - 24 January 2017

- Meeting went well and, despite threat of freezing rain, enough members came to ensure there was the required quorum for approval of all items, including the By-law amendments.

-In keeping with newly amended By-laws, we are now using the new name for this committee.

Young At Art 2017

- The City provided a brochure on their 2017 program and, in January, sent an e-mail inviting Arteast to participate again this year as a prize sponsor for young artists in east Ottawa. Lynne accepted invitation on behalf of Arteast.

- Young At Art exhibition for east Ottawa will be in the Trinity Gallery at the Shenkman Arts Centre from 20 April until 15 May, with a vernissage on 23 April at 7:00 p.m. The city-wide awards ceremony will be at Centrepointe Theatres on Thursday, 4 May at 7:00 p.m.

- Lynne sought and received concurrence of the Committee to sponsor the following awards:

- a certificate and gift card (same denomination as 2016) for a junior and a senior winner
- a certificate for a junior and a senior honourable mention.

- Lynne solicited volunteers to act as judges with her - Cheryl, Murielle, Maureen and Danielle volunteered. Lynne will contact them later to arrange viewing date.

Selective Viewing Issue at St. Laurent Recreation Complex

- Nancy Rooyakkers, an official at the Complex, had informed Arteast that a painting of a nude in the Winter Mix exhibition had generated a complaint that the work was "too graphic in nature in a facility with children."

- Lynne discussed the matter in a telephone conversation with Nancy.

- Nancy has been advised by her colleagues in the City's Cultural department about selective viewing.

- It was determined that:

- the painting would stay in place for now
- Nancy would get more details on what could be done at this venue re: selective viewing
- a contract between the Complex and Arteast is being prepared

- The Committee discussed and made the following points:

- ensure that the contract does not preclude AJAE being a juried exhibition, and that the exhibition space is four walls, except AJAE, which is five walls and the cabinet.
- enquire if contract could include use of the cabinet at least one other time during the year.
- be cognisant that the hanging rails and chains belong to Arteast.

François Dupuis Recreation Centre Contract

- Lynne recently signed a new three-year contract for this exhibition space (February 2017 to February 2020) and mailed it to the City. Arteast will receive a fully executed contract once the City has signed it.
- Lynne send copies to Marie Leger and Glen May, who will be taking over as lead at this venue.

Trinity Gallery Contract 2018

- Lynne recently received the contract from Mike Taylor. She has signed it with Cheryl as witness and will return it to Mike as soon as possible.
- Dates for the 2018 Mosaic exhibition in Trinity are:
  - Hanging - 7 February
  - Exhibition - 8 February to 13 March
  - Vernissage - 11 February (1-3 pm)
  - Take-down - 14 March
- It was suggested that Mike Taylor be asked why contract for only one year at a time.

2017 Grant Application to City of Ottawa - Missing Documents

- On 13 February, City of Ottawa informed Arteast that two documents were missing and that Section H needed to be filled out. Deadline to submit is 21 February 2017.
- The two missing documents were inadvertently left out but readily at hand.
- Section H needed to be completed because Arteast is carrying reserves greater than 50 percent of its total operating revenue. A surplus spending plan with timelines is also required. When the application was prepared, the Board of Directors did not realize Arteast was in this surplus situation.
- The Board of Directors spent the past week discussing and preparing section H, with help from Danielle Beaulieu.
- The key details in section H are:
  - Arteast plans on maintaining a positive bank balance of approximately \$11 000.
  - Spending plans for the surplus are:
 

- Renewed web site (June)	\$750
- New Member's Guide	\$500
- Wages for Admin. Asst. (June)	\$5 000
- Developmental Workshop (May or June)	\$700
- Montreal Bus Trip (June)	\$600
- Many thanks to Danielle for her help and for delivering material to the City today.

Specific Budget Information For Each Coordinator (not in written report; discussion only)

- Mary Ann wanted to know what the 2017 budget is for Grow With Art.
- A discussion ensued on the importance of soliciting projected budget information from Coordinators as budget planning time and providing each Coordinator with their individual budget information.
- ACTION: - Cheryl to provide Coordinators with the budget figures for their programs.
- Lynne suggested that, to use some of the surplus, the bus trip and developmental workshop could be subsidized to reduce the cost to members, which is in keeping with the City of Ottawa expectations. She also suggested that the workshop could be arranged for two days and be given by a much sought after artist.

- It was agreed that there should be a specific budget meeting in the fall, possibly November, but before the Board of Directors determine next year's budget, and all Coordinators could present their individual budget needs at that time.
- It was suggested that, in the future, consideration should be given to paying Coordinators and Board of Directors and honorarium, perhaps \$100, or maybe pay their membership fees.

#### 5. **Treasurer's Report**- Cheryl Mattice

- Current bank balance - \$17,298.36. Uncleared items - \$1,026. Balance - \$16,272.36
- Membership* is 228.

#### 6. **Vice-President's Report** – Murielle

- Murielle had attempted to call 15 new members and been able to reach and speak to 8.
- Five said they were interested in volunteering, some right away, others later.
- ACTION: - Mary Ann to contact Sally Bender, who is interested in volunteering for Grow With Art.
- Glen May will take over as Lead Coordinator at François Dupuis in May. Therefore, will need an additional volunteer at the Orleans Library as Glen will not continue as volunteer there.
- Richard Pell will help Gwen with Luna Sole as Ted Johnston no longer involved.

#### 7. **Grow With Art Report** – Mary Ann Varley

- Thirty people attended the AGM. Unfortunately, speaker, Jessie Parker, was unable to make it due to the weather. Mary Ann and Mike Phillips filled in with a presentation on entering juried shows, which generated some interesting discussions.
- The next speaker will be Crystal Beshara. Danielle has contacted Crystal and will take care of the details. Notice has been sent out in Digest. Lynne will get door prizes.
- The GWA committee will meet 5 March to begin planning upcoming year. Suggestions for presenters, workshops or field trips would be really appreciated.

#### 8. **Digest Report** – Valerie Brault (absent)

- Everything has been running smoothly since January.
- The next newsletter will include a notice asking if members are having trouble with Digest and to contact Danielle or Valerie.
- ACTION - Danielle will go through list of new members and contact them to solicit their subscription to Digest.

#### 9. **Newsletter Report** – Claire Ouseley

- Deadline for material was last week.
- Claire in the process of organizing articles received and awaiting translations.
- Everything is scheduled to be sent to Erika Farkas for layout by end of week.
- Hoping to have spring issue of newsletter ready for mailing by second week of March.

#### 10. **Website Report** – Helen Rosseau/Nasri Georges (absent)

- No report was submitted.
- Lynne reported that she had been in touch with Helen by e-mail to ask if Nasri is still helping to maintain Web site and was informed that he is.

#### 11. **Open Studio** – Corinne Feasey

- Seven participants at 9 February Open Studio.
- Next one is 23 February.

#### 12. **Promenade and Trinity Report** – Maureen Rooney Mitchell

##### **Promenade**

- Current Show: Winter Medley – Pot pourri d’hiver 2017
- Show Dates: Jan. 5<sup>th</sup> to March 14<sup>th</sup> 2017.
- Show includes 17 participants and features 17 pieces of work. Vernissage was held Feb. 12<sup>th</sup> 2017 in conjunction with Trinity (Mosaic).
- A'Chord East played. Mike Phillips acted as official photographer.
- One sale: *Laundry Day* by Josie De Meo.
- Pick up date: March 15<sup>th</sup> 2017.
- Next Show: More Mosaic
- Show Dates: March 16<sup>th</sup> to May 16<sup>th</sup> 2017.
- Show includes 21 invited participants. Vernissage is March 19<sup>th</sup> 2017. Changeover date and time: March 15<sup>th</sup> – 11am- hanging 11 am onwards.

##### **Trinity : Mosaic**

- Jury day was 7 January - 185 works were submitted by 81 artists.
- 59 works/49 artists are in Mosaic exhibition; originally there were to be 50 artists (60 works) but one person confused the drop-off date, coming a day later, and their work could not be included.
- Vernissage was on Feb. 12<sup>th</sup> 2017 and well attended, despite snow storm.
- A'Chord East played and Mike Phillips acted as official photographer.
- Carleton University student Liam Fox attended to conduct interviews for a class project.
- Wallack's sponsored the award prizes and Mike Wallack handed them out.
- Juror's Choice recipients were:
  - Diane Bertrand for *Ready To Jump!/Prêts à sauter!* (wool)
  - Danielle Beaulieu for *Rusty Nail* (watercolour)
  - Herb van der Staay for *Hydrangeas, "Anna Bella"* (oil)
- The Award of Excellence went to Darina Boldizar for *Onion Sellers* (oil).
- Herb van der Staay was not there to receive his award and will pick it up when he retrieves his work on 15 March.
- Two sales:
  - *Baby Buggies On The Canal* (oil) by Sally Bender
  - *The Love of Seaglass & Sand Dollars* (watercolour with resin) by Josie De Meo
- All of the Trinity team helped with the exhibition even though some did not have work in the show. In addition 21 other members volunteered including 5 who also did not have work in the show.
- Mosaic notice did not get into Artengine. Maybe because of wording. Will be careful of wording in future.

### **Canada Naturally Show with Maple Leaf**

- Show will be in Promenade Artest from 18 May to 18 July.
- Maureen will have a call for artists posted in next Digest or the one after.
- Show will involve 10 artists. If more than 10 respond, there will be a random draw for the spaces.
- Works should be approximately 24" - 28" wide by 18" - 22" high.

### **13. Community Projects – Josie DeMeo**

#### Canada 150<sup>th</sup> Project

- Everything is on schedule.
- Need to arrange a drop-off date and place for around 1 April.
- Josie will discuss with Mike Taylor. She will be away 3-11 April.

#### Hospice Care Ottawa/La maison de l'est

- Artest was contacted to see if we would be interested in providing an art program for patients. Also included exhibition space.
- Josie contacted the hospice's program coordinator for information.
- They are looking for volunteers on a regular basis, who would have to take a course first to qualify.
- Josie asked hospice coordinator for something she can send out to Artest members via Digest to seek interested individuals who would be willing to take the training.
- This is not something for Artest as an organization to get involved in. Any interested members would have to apply on their own.

#### Other Community Outreach (not part of written report; discussion only)

- Josie recommended doing a program with seniors.
- Corinne suggested Elmsmere seniors residence.
- Mary Ann suggested a seniors residence in Cumberland.
- ACTION - Mary Ann will look into the Cumberland residence and let Josie know.

### **14. Coordinators' Reports:**

#### Gloucester Library – Christine Gendron/Donna Sivye (absent)

- No report provided.
- Current Show Dates:* Jan. 10<sup>th</sup> to March 14<sup>th</sup> 2017
- Next Show Date:* March 14<sup>th</sup> to May 9<sup>th</sup> 2017.

#### Orleans Library - Corinne Feasey/Glen May/Mike Phillips

- Current Show Dates:* Jan. 3<sup>rd</sup> to March 7<sup>th</sup> 2017.
- 7 participants displaying 16 pieces of work.
- Pick up date: March 7<sup>th</sup> 2017.
- Next Show Dates:* March 7<sup>th</sup> to May 2<sup>nd</sup> 2017.
- Need another volunteer as Glen May will begin coordinating François Dupuis in May.

#### Blackburn Library Jessie Parker/Robert Arnold

- Current Show Dates:* 28 Jan. to 1 April 2017
- Title: Imbedded Photos
- Artist: Mary Ann Varley displaying 12 pieces of work.
- Pick up Date: 1 April 2017.
- Next Show Dates:* 1 April - 27 May 2017.

- Theme: Portraits (title TBA)
- Artist: Marion Jean Hall

Legal Information Centre

- Current Show Dates: Oct. 28<sup>th</sup> 2016 to April 28<sup>th</sup> 2017
- Artist: Rashmi Rekha displaying 9 pieces of work.
- Next Show Dates: April 28<sup>th</sup> to Oct. 27<sup>th</sup> 2017
- Title: TBA
- Artist: Jennifer Garland

Luna Sole Resto-Bar Gwen Cowan (absent)

- Report submitted by email and read by Lynne.
- Show just ended : Jan.3<sup>rd</sup> to Feb. 20<sup>th</sup> 2017
- Artist: Sissi Meng.
- Two works sold.
- One of Sissi's works fell off the wall. Artwork did not have correct hanging hardware (clips but no wire). Frame damaged but artwork, matt and glass okay. Gwen will now insist that pictures have correct hardware.
- Current Show Date: 20 Feb to 18 March 2017
- Artist: Egle Post.
- Lynne reported that new member Richard Pell will be helping Gwen out in future.

St. Laurent Complex Elisabeth Baechlin/Jennifer Garland (absent)

- Report submitted by email and read by Lynne.
- Current Show Dates: Jan. 12<sup>th</sup> to March 9<sup>th</sup> 2017.
- Title: Winter Mix 2017
- 4 artists displaying 32 pieces of work.
- Have been inquiries about potential sales for three paintings.
- Pick up Date: March 9<sup>th</sup> 2017.
- Next Show Dates: March 9<sup>th</sup> to May 11<sup>th</sup> 2017.
- Title: Spring Mix
- Drop Off Date: March 9<sup>th</sup> 2017, 5:45pm

Francois Dupuis Complex Marie Leger

- Oral report only
- Current Show Dates: Jan. 9<sup>th</sup> to March 13<sup>th</sup> 2017.
- 3 artists displaying 15 pieces of work.
- Pick up Date: March 13<sup>th</sup> 2017.
- One sale. One of Egle Post's paintings fell.
- Discussed issue of selling works immediately rather than waiting until show over. Some buyers want to take work right away (e.g. birthday or Christmas gift). One option: artist could bring a painting to replace the one sold. Could be done on an exceptional basis; use discretion. Must be careful of contract details.

St. Laurent Library Linda Dabros (absent)

- Report submitted by email and read by Lynne.

-*Current Show Dates:* Jan.6<sup>th</sup> to March 31<sup>st</sup> 2017.

-Title: Besotted

-Artist: Elizabeth Twiss displaying 5 pieces of work.

-Pick up Date: March 31<sup>st</sup> 2017.

*Next Show Date:* March 31<sup>st</sup> to June 23<sup>rd</sup> 2017.

-Artist: Jill Berry

- Linda will be issuing a call for artists in near future.

## 15. **Other Business**

*Members Survey* - Danielle

-Danielle raised the issue of when to proceed with the 2017 Members Survey.

- Lynne asked Danielle to begin work now.

ACTION - Danielle will prepare a proposal for the next meeting.

- Lynne proposed including a question on raising membership fees. Maureen suggested increasing exhibition fees instead so that members who make use of exhibition spaces would shoulder increases rather than less active members. As the proposed membership fee increase was intended to help pay for future rental of office/workshop space, Maureen suggested looking into donated space from Minto.

## 16. **Adjournment**

-*Motion* to adjourn meeting by Lynne. *Seconded* by Claire. *Carried*.

-Meeting adjourned at 9:00 pm.

Next meeting of the Management and Planning Committee will be at 7:00 p.m. March 21<sup>st</sup>2017. in the Lise Roy meeting room, AOE, Arts Council, Shenkman Centre, 245 Centrum Blvd., Orleans.

All Management and Planning Committee meetings will be held on the 3<sup>rd</sup> Tuesday of the month in the Lise Roy meeting room, AOE, Arts Council, Shenkman Centre from September until June at 7:00 p.m. at 245 Centrum Blvd., Orleans.

Arteast general Meetings will be held on the 4<sup>th</sup> Tuesday of the month. Room 340, 255 Centrum Blvd. (or unless otherwise designated), from September 2016 to June 2017 at 7:00 p.m.

Arteast Archives: located at Dymon Storage Facility, 4338 Innes Rd., Locker number D343.