

Executive committee and Management Coordinators Meeting
Tuesday, January 17th - 7pm
Lise Roy Room, Shenkman Arts Centre

Attendees: Josie DeMeo, Maureen Rooney Mitchell, Mary Ann Varley, Bernard Poirier, Cheryl Mattice, Lynne Alsford, Valerie Brault, Corinne Feasey, Marie Leger, Claire Ouseley, Danielle Beaulieu, Lore Organ.

1. **Call to Order** – Lynne Alsford

2. **Approval of Agenda**

-Agenda changed to include the AJAE report which will become the new item 8.

-*Motion* to approve amended agenda by Lynne. *Seconded* by Josie. *Carried*.

3. **Approval of Minutes of November 15th 2016.**

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

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

Results of the Board of Directors Meetings (November and December 2016)

-Discussed and approved 3-year projected budget (2017-2019) for approval of membership at the AGM.

-Approved final version of:

(a) the Sponsorship letter.

(b) final version of proposed amended By-laws for approval of membership at AGM.

-Discussed renting office space. Determined more research is needed to clarify appropriate cost. Rental option likely not viable until 2019.

2017 Application to City of Ottawa for Operating Grant

-Application was drafted by Danielle. It was reviewed, and revised in early January with all necessary documents attached, and delivered to the City on the deadline date of January 16th.

-Many thanks to Danielle.

Preparation for the 2017 AGM

-Advance notice was sent to all the membership via e-mail in December 2016 and put on the website.

-Full announcement with the Agenda and attachments was sent by e-mail to membership on January 12th 2017.

Volunteer Appreciation Night Nov. 22nd 2016

-Held at Gabriel's Pizza on St. Joseph Blvd. in Orleans. Volunteer certificates were presented to approximately 20 members. Those volunteers who were not able to attend will receive their certificates as opportunities present themselves or will be mailed out.

-Door prizes and a Christmas gift draw for artwork and art supplies were part of the program.

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

-Balance as of Dec. 31st 2016 - \$17,349.78. Uncleared items to Dec. 31st - \$1,234.50. Uncleared items since Dec. 31st 2016 - \$197.75.

-Balance is \$15,917.53

-*Membership* is 213 - however new members have since joined and the new number may be closer to 221.

6. **Vice-President's Report** – Murielle (absent)

-Report was given by Lynne. Lynne shared that Murielle was progressing well following her illness, and hoped to be out to the AGM next week.

-Murielle has called 6-7 new members. A number of these members have indicated an interest in attending the next meeting.

-Arteast needs a new coordinator for the Francois Dupuis Complex, as Marie Leger has tendered her resignation effective September 2017.

-Request was made to the Board by Mary Ann that Ted Johnston a long time member, and volunteer with Arteast be nominated for a life time membership.

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

-Jessie Parker is scheduled to present following the AGM.

-Door prize of a watercolour pad donated by Lynne.

-Possibility of new Coordinator for Grow With Art. Josie will make the connection.

8. **AJAE (35th Annual – Sept. 18th to Nov. 24th 2016)** Mary Ann Varley

-60 participants registered for juried prizes.

-Winners:

Oil: Margaret Chwialkowska (1), Maureen Mitchell Rooney (2), Mary Douglas (3).

Acrylic: Pari Zati (1), Jennifer Garland (2), Christine Lenoir-Godin (3).

Watercolour: Laurie Hemmings (Best in Show) (1), Danielle Beaulieu (2), Diane Groulx (3) Dwain Sykes (Juror's Choice)

Water-soluble: Helene Lepage.

Paper: – hand rendered: No award this year.

Mixed Media: Mary Ann Varley (Juror's Award) (1), Marie Leger (2), Claire Cameron (3).

Photography: Johanne Blain (Juror's Award) (1), Roy Whiddon (2).

Digital Art: Bob Arnold (1st place tie), Mike Phillips (1st place tie).

-Sponsors: Select Fine Art Materials.

-Coordinators: Mary Ann Varley and Jacinta Aungier (co-coordinators), Cheryl Mattice (Treasurer), and Carmen Dufault.

-Jury: 3-person jury of professional artists.

-Media: Media release was prepared; Charles Frost assisted as the photographer; invitations were designed and prepared by Lindy Nadarajah; webmaster was Helen Rosseau.

-Financials: *Income* - \$450.00 (registration, wiring fee, donation from Select Fine Art)

Expenses: \$556.65 (engraving, awards, supplies, jurors, room rental). Loss of \$106.65 incurred. Note that loss would have been \$265.25, but a credit for room rental with the City of Ottawa resulted in a room charge of \$1.45.

-Sales: No sales.

-Volunteers: Members participated in the hanging, take-down, and vernissage.

-Possible recommendations for 2017: (final recommendations will be made at the AJAE debrief meeting in the Spring of 2017)

- (1) Reduce number of categories – possibly 5.
- (2) Ask potential buyer to put down a deposit fee (25 – 50%) in order to hold item.
- (3) Change time of drop – off to eliminate rush hour traffic problems.
- (4) Reduce time to register. Suggested time could be in August.
- (5) Exceptions for drop off time or date should not be made.
- (6) In future, an Artest storage fee should be charged for artwork not picked up at appropriate time and date.

9. **Digest Report** – Valerie Brault

- Some members indicated that they are not getting weekly postings. It should be noted that this is not the result of previous formatting difficulties which have been resolved.
- ACTION: e-mail all members to indicate that one must subscribe to get the Digest. Provide support help for those who are not familiar with the procedure. Josie has volunteered to assist and consented to have her phone number listed for this purpose.

10. **Newsletter Report** – Claire Ouseley

- 2 articles have been received: Awards Night – Lynne Alford, and Holiday Mix – Mary Ann Varley.
- Following members have consented to be profiled: Jacinta Aungier, Gwen Cowen, Kate Daller, and Valerie Brault.
- Suggestion that either a new or older member be profiled for each issue. Members are encouraged to bring forward suggested members to Claire.
- Mary Ann will write an article on AJAE 2016.
- Deadline date for submission of material – Feb. 14th 2017.
- New issue to come out in mid-March 2017.

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

- No report was submitted.
- Some mistakes on website have been noted – but corrections have been made by Helen.
- ACTION: add the Legal Info Centre to the website. Updating various aspects. (Photos)

12. **Open Studio** – Corinne Feasey

- 10 participants including 1 new member at the first meeting Jan. 12th.
- Next meeting Jan. 26th.

13. **Promenade and Trinity Report** – Maureen Rooney Mitchell

Promenade

- Current Show: Winter Medley – pot pourri d’hiver 2017
- Show Dates: Jan. 5th to March 14th 2017.

-Show includes 17 participants and features 17 pieces of work. Vernissage date: Feb. 12th 2017 – to be held in conjunction with Trinity (Mosaic).

-A'Chord East will play. Mike Phillips to assist with photography.

-Pick up date: March 15th 2017.

-Next Show: More Mosaic

-Show Dates: March 16th to May 16th 2017.

-Show includes 21 invited participants. Vernissage is March 19th 2017. Changeover date and time: March 15th – 11am- hanging 11 am onwards.

Trinity

-Jury date was Jan. 4th 2017.

-185 works were submitted by 81 artists.

-60 works/50 artists will be in Mosaic exhibition.

-Vernissage date: Feb. 12th 2017.

-Suggestions for future Mosaic Show:

(a) Facilitate registration process by making it a one person job. Perhaps that of the Administrative Assistant.

(b) Increase the range of scores to make ranking easier.

(c) Reduce the number of works submitted from 3 to 2.

(d) Decrease the maximum size restriction.

(e) Charge a higher fee if work has improper hanging gear.

(f) Review and update the Arteast member's guide. Make sure section for proper hanging is correct.

(g) Provide additional help by directing membership to a YOU TUBE video addressing proper hanging technique. (Consider making one if one cannot be found).

(h) Same artwork should not be displayed at different Shenkman exhibitions. Pieces should be unique for each show. Number of sculpture pieces has increased and require plinths. Arteast to request these from National Capitol Network of Sculptures.

-Josie to respond to Mike Wallack's concern about exposure for sponsorship. Wallacks is the sponsor for Trinity 2017.

14. Community Projects – Josie DeMeo

Canada 150th Project

-All 30 pieces have been distributed. Instructions for prep work to be sent by email. Completion date is April 1st 2017. Permanent storage space still sought. Arteast has been approved by City for use of the Maple Leaf – however must indicate on the plaque that main sponsor is CIBC.

-ACTION: Josie will write article for Newsletter about the 150th project.

-Maple Leaf will be displayed in the Landscape Show in May 2017.

Baz'Art Nov. 26th and 27th 2016

-17 artists participated over 2 days at the Shenkman Centre. Sales totaled \$150.00.

-This presentation resulted in 2 new members.

Holiday Mix St. Laurent Complex

-30 members displayed 58 pieces of smaller sized artwork.

-Sales: 9 pieces sold totaling \$645.00. Congratulations to Corinne Feasey, Carmen Dufault, Elisabeth Baechlin-Birdy, Hélèn Lepage, Lissa Rachelle, Maureen Rooney Mitchell.

15. Coordinators' Reports:

Gloucester Library – Christine Gendron/Donna Sivye (absent)

- Report submitted by email and read by Lynne.
- Current Show Dates:* Jan. 10th to March 14th 2017
- 8 participants displaying 18 pieces of work.
- Pick up date: March 14th 2017.
- Next Show Date:* March 14th to May 9th 2017.

Orleans Library - Corinne Feasey/Glen May/Mike Phillips

- Current Show Dates:* Jan. 3rd to March 7th 2017.
- 7 participants displaying 16 pieces of work.
- Pick up date: March 7th 2017.
- Sales: 1 piece sold in Nov. 2016. Congratulations to Dominic Sanson.
- Next Show Dates:* March 7th to May 2nd 2017.
- Request made for additional Arteast information sheet. Granted. Budget includes \$25.00 for each venue for supplies.

Blackburn Library Jessie Parker/Robert Arnold (absent)

- Report submitted by email and read by Lynne.
- Current Show Dates:* Nov. 26th 2016 to Jan. 28th 2017
- Title: Girl, Then Woman
- Artist: Diane Bertrand displaying 7 pieces of work.
- Pick up Date: Jan. 28th 2017.
- Next Show Dates:* Jan. 28th to April 1st 2017.
- Title: Imbedded Photos – (mixed media)
- Artist: Mary Ann Varley

Legal Information Centre Jessie Parker (absent)

- Report submitted by email and read by Lynne.
- Current Show Dates:* Oct. 28th 2016 to April 28th 2017
- Artist: Rashmi Rekha displaying 9 pieces of work.
- Next Show Dates:* April 28th to Oct. 27th 2017
- Title: TBA
- Artist: Jennifer Garland

Luna Sole Resto-Bar Gwen Cowan (absent)

- Report submitted by email and read by Lynne.
- Current Show Dates:* Jan. 3rd to Feb. 14th 2017
- Artist: Sissi Meng.
- Pick up Date: Feb. 14th 2017.
- Next Show Date:* Feb. 14th 2017.
- Artist: Egle Post.

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

- Report submitted by email and read by Lynne.
- Current Show Dates:* Jan. 12th to March 9th 2017.

-Title: Winter Mix 2017
-4 artists displaying 32 pieces of work.
-Pick up Date: March 9th 2017.
Next Show Dates: March 9th to May 9th 2017.
Title: Spring Mix
Drop Off Date: March 9th 2017, 5:45pm

Francois Dupuis Complex Marie Leger
-Current Show Dates: Jan. 9th to March 13th 2017.
-3 artists displaying 15 pieces of work.
-Pick up Date: March 13th 2017.
Sales: 4 pieces sold in show from Nov. 14th to Jan. 9th 2017. Possibility of one more being sold.

St. Laurent Library Linda Dabros (absent)
-Report submitted by email and read by Lynne.
-*Current Show Dates:* Jan.6th to March 31st 2017.
-Title: Besotted
-Artist: Elizabeth Twiss displaying 5 pieces of work.
-Pick up Date: March 31st 2017.
Next Show Date: March 31st to June 23rd 2017.
-Artist: Jill Berry

16. Other Business

Show Application Forms – Valerie

-Google Forms – ability to create a form according to need.
-This information can automatically be transferred to an excel spreadsheet.
-Form to be created and tested out on coordinators and executive.

17. Adjournment

-*Motion* to adjourn meeting by Lynne. *Seconded* by Claire. *Carried*.
-Meeting adjourned at 9:00 pm.

Next meeting of the Board and Coordinators will be at 7:00 p.m. Feb. 21st2017.
in the Lise Roy meeting room, AOE, Arts Council, Shenkman Centre, 245 Centrum Blvd., Orleans.

All Board and Coordinators meetings will be held on the 3rd 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 4th Tuesday of the month. Room 340, 255 Centrum Blvd. (or unless otherwise designated), from September 2015 to June 2016 at 7:00 p.m.

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