



**MINUTES**  
**MANAGEMENT AND PLANNING COMMITTEE MEETING**  
**Tuesday April 16, 2019, 7-9 pm.**  
**AOE Boardroom, Shenkman Arts Centre**

**Attendees:** Lynne Alford, Darina Boldizar, Josée Bourassa, Gwen Cowan, Roxanne Decelles, Corinne Feasey, Lise Guindon, Cheryl Mattice, Maureen Rooney Mitchell, Claire Ouseley, Richard Pell, Mary Ann Varley and Dorothy Zorn.

**1. Call to Order** – by Lindy at 7:05 pm.

**2. Approval of Agenda** –

Motion to approve agenda as presented made by Lynne and seconded by Dorothy. Carried.

**3. Approval of Minutes of March 19, 2019.**

Motion to approve minutes made by Mary Ann and seconded by Maureen. Carried.

**4. President's Report and Outreach Report** – Lindy

HST Taxes and Sales at an Arteast exhibition

Regarding HST-Registration and administration, if your gross income from self-employed professional fees, commissions or sales in Canada exceeds \$30,000 you must register to collect HST. If it is less, you may register. Items such as grants, subsidies, gifts and salaries you may receive are not considered self-employment income for purposes of the \$30,000 threshold (but you need to report them). Registration means not only that you must collect and remit HST to the Canada Revenue Agency ("CRA"), but also that you can claim a refund of HST paid by you on any of your purchases. If you do not register, you need not collect the HST, but you will not be able to get back the HST you pay. There is no requirement to become a registrant if your annual gross revenues are under \$30,000. If you are not registered, you do not collect HST from your customers/clients; however, you also can not recover HST you pay on your expenses. You may wish to consider whether it would be beneficial to become a registrant, even if your annual revenues are less than \$30,000, so that you can recover the HST on your expenses. You must keep in mind, however, that if you voluntarily register for HST, then you will have to collect HST from your customers. If you register, you will receive an HST return from CRA on which to declare your HST paid and collected. The normal reporting period is annually. The determination of your status in these respects may have an impact on whether you should be registered for HST. Please refer to CRA's Interpretation Bulletin IT-504R2, "Visual Artists and Writers" for more information.

Sales after an exhibition: If a buyer approaches the artist after an exhibition has been taken down, it is on the honour system for the artist to pay Arteast commissions. Lindy will send a reminder in the Digest.

There are no updates regarding the Bob MacQuarrie Recreation Complex.



### Tulip Festival (TF)

The Tulip project was very successful with 20 volunteers participating. TF organizers dropped off the tulips at the school during the last week of March. Transportation of the tulips will be arranged from the school to the Festival by May 8th. The Principal will get all the children to have their pictures taken with the tulips. Arteast pictures have been posted on the website and Facebook.

On April 2<sup>nd</sup>, artists designed the tulips and on April 3<sup>rd</sup>, they helped the children paint the tulips and three canvases; the entire school participated. The school is deciding which tulips to keep. The organizers thanked Arteast for all the work on this exciting project. Lindy will send a request to the volunteers involved to write an article.

### Young at Art

The Young at Art exhibition will be held from April 25 to May 19 2019 at the Shenkman Centre. Lynne agreed to make the certificates for Senior Winner, Senior Hon. Mention, Junior Winner and Junior Hon. Mention. Lynne, Maureen and Mary Ann agreed to act as judges at the end of April.

### Shenkman 10<sup>th</sup> Anniversary

The Shenkman 10th anniversary will be celebrated June 14 2019. Six Arteast volunteers will be needed to demo at the Shenkman, outside or in the upper lobby. Artists will also be needed to work on the stand: the picture design should have the Shenkman logo, the number 10 and the Arteast logo. Mike Taylor needs to approve the plans for the painting beforehand. Helen has agreed to build the stand and cut the faces out. The paints left over from the tulip project will be used for this project. The cost of the board is \$15 to \$20 and the stand is about the same price.

### **5. Treasurer's Report – Dorothy**

Current balance: \$10,779.27

Outstanding items: \$1,069.50

Register balance: \$9,682.77

Number of members: 231

### **6. Vice President's Report Claire**

Claire introduced Josée and Roxanne to the group.

#### Volunteer Coordination

The past month has been a busy one for organizing volunteers. The three-day outreach program at Brother Saint Andre required many volunteers on short notice. It was heart-warming to have some new members volunteer so readily. Lindy organized the whole project efficiently.

Several key vacancies have been filled as follows:

AJAE team – Steve Jobst , Debra Corkery

Promenade – Debra Corkery, Roxanne Descelles

Blackburn Hamlet Library – Lore Organ, Josée Bourassa

Claire has contacted (or attempted) to contact all new members to date to ascertain volunteer potential. Of note is Johanne Richer who is willing to volunteer for translation. She works full time with the federal government and is experienced in translating. Jacinta Aungier has indicated that she is also now available to help with translation.



### Website Update

As suggested at the last meeting, personal names were removed from the email addresses of the directors. This will also be done, where possible, for all administrative contacts.

The History section of the website was updated and emailed to the Directors for comments. It will then be translated and posted on the website.

### **7. Grow with Art Report – Mary Ann**

- The March meeting went very well with about 27 members present. Mark Stephenson was the presenter and had some really engaging ideas about social portraits and other community engaging projects. Mary Ann is writing the article.
- Cheryl Mattice has organized two workshops: a) with Brian Turner on May 11 – there are enough participants for the event to run and b) with Patrick Imai on May 25 - only has 5 participants registered so far and as a result it might not run.
- The speaker for the April meeting, Rosalie Favell, has been contacted. Dr. Favell is a Métis artist who has work in the National Gallery Canada etc. All notices have been sent.
- GWA /G-I'art Committee has begun planning the program for the next season 2019-2020 and three speakers have been found already.

Mary Ann presented a draft agenda for the field trip to Montreal -  
McCord Museum and Botanical Gardens

Arrive at McCord Museum at 10:30 a.m. tour of Exhibition -

Lunch or brown bag at the gallery

Roam the galleries

Depart for Botanical Gardens 12:30 pm Plein air sketching and painting-

Supper or brown bag in local venue

Depart for Ottawa 6:00 p.m. - Drop off at Hawkesbury 7:15 pm

Arrive back at the Shenkman Centre at about \*8:00 or 9:00p.m.

### Draft Proposed Budget

Mary Ann presented a draft budget for the trip and based on these numbers, recommended that \$60 be charged for members and \$70 for non members. This was generally agreed to; the proposal will need to be approved by the Board.

### **8. AJAE Report - Richard Pell**

The 2019 AJAE will be held at the St Laurent Community Centre in September of 2019. Proposed dates for the key activities are identified below and the room rentals have now been confirmed.

- Identification of the AJAE Organizing Team February 2019,
- AJAE Organizing Team kick-off meeting April 16 2019,
- AJAE Organizing Team two follow-up meetings summer 2019,
- Registration Officially Opens on Thursday, August 1, 2019,
- Registration Officially Closes Sunday, September 1, 2019,
- Drop-off of artwork Saturday, September 14, 2019 from 9:00 - 10:00 AM
- Jurying of artwork: Saturday, September 14, 2019 from 10:30 AM - 12:30PM



- Art installation: Saturday, September 14, 2019 from 1:30 - 3:30 PM,
- Vernissage will be held on Sunday, September 22, 2019 from 1:30 - 3:30 PM,
- Art take down will take place Thursday, November 14, 2019, 4:00 - 6:00 PM.

#### Organizing Team Members

Team Coordinator – Mary Ann Varley

Registration Coordinator – Steve Jobst supported by Bill Lee

Volunteer Coordinator – John Archer

Administrative Coordinator – Debbie Corkery supported by Mary Ann Varley and Bill Lee

Publicity Coordinator – Susan Thompson

Jury Coordinator – Carmen Dufault supported by Mary Douglas

Vernissage Coordinator – Carmen Dufault supported by Mary Douglas

A meeting is scheduled for May 14th where all team members will have the opportunity to populate the specific tasks in the “To Do List”. Mary Ann has agreed to take on the Team Coordinator Role for one year only. The Vice President has agreed to recruit one more volunteer to shadow Mary Ann this year.

In the Post Evaluation Report the AJAE committee requested that a meeting be held with representatives of other Arteast juried shows in order to look at applying consistency to the jury process and creating a single list of Jurors that will be used.

The AJAE Committee members proposed that consideration be given to;

- instilling confidence into the jury process,
- reintroduce the artist’s statement,
- harmonizing the disclaimer form.

The AJAE Post Evaluation recommendations from the last two years have been blended into a single document. This document will form part of the AJAE Documents and be added to annually to ensure that the thoughts and recommendations are not lost.

#### **9. Digest** Danielle (absent)

Nothing new to report

#### **10. Newsletter** - Lynne

Please use new e-mail address for Editor – [editor.arteastottawa@gmail.com](mailto:editor.arteastottawa@gmail.com)

#### **Winter-Spring 2019 edition:**

- Mail-out was done March 26 with help from Dorothy Zorn, Raymonde Wolfe and Mike Phillips. Much thanks to the mail-out team.

#### **Spring –Summer 2019 edition:**

To be published – Late June – Deadline for articles: 15 June .

Articles anticipated for this Issue:

Promenade – Budding Artist – Lead Article – by Laurie Hemmings

President’s Message – by Lindy Nadarajah

Tulip Festival – by ???

Young At Art – by Lynne



Montreal Bus Trip – by ???

Bear Carving Workshops – by Cheryl Mattice

Brian Turner Watercolour Workshop – by Cheryl Mattice

GWA – March meeting; Mark Stephenson – by Mary Ann

GWA – April meeting; – Rosalie Favell – by ???

GWA – May meeting; Alex Wyse – by Les White

Promenade – More Mosaic – by James Cook

Arteast Members Show at MIFO – by Patrick Nantel

Meet Our Members profiles:

- Colette Bourgoin (rec'd)

- Josée Bourassa (rec'd)

- Mary Douglas (waiting for profile)

- One other - Bill Lee has not replied yet; Sue Thompson has already been done

**Please check information for Administration contacts and Notices and Hanging Schedules. Information received in the coordinators' reports will be noted.**

**11. Website Report** - Helen Rosseau (absent)

Nothing new to report.

**12. Open Studio Report** – Corinne

On March 28 there were 13 participants. The group discussed how best to deal with odours associated with oil paint products in the Studio, as the room has poor ventilation and some members are very sensitive. Darina Boldizar visited and offered suggestions and information on non-solvent oil painting products based on her painting practice. A list of recommended information was compiled and sent to Open Studio participants. From now on, no solvents or Liquin product will be allowed; only small amounts of walnut oil, linseed oil or solvent free Gamblin product can be used in studio.

On April 11, there were 11 participants, five of which were oil painters and air quality was much better. Next Open Studio is on April 25th.

St. Laurent Complex will be available to book for the Fall contract at the end of April.

**13. Budding Artists Report** – Leslie Lambert (absent) Report read by Lindy

Committee: Laurie Hemmings, Cheryl Mattice and Leslie Lambert

Planned Show Dates: May 23 to July 15, 2019

Hanging Date: May 22, 2019

Take Down: July 16, 2019

Gallery: Promenade

Vernissage: May 26, 2019

Comments: Thanks to Cheryl, all the forms are on the website and three "Call for Art" have been made in the ArtEast Digest. BA info was emailed to other teachers not teaching at OSA or SAC.

Visit to MIFO still planned for mid-April. E-vite was sent to mayor's office; he has another event on May 26, but he will try to mix and mingle at ours. Laurie will write the article for the



newsletter. Application forms were dropped off at Art World One and Select Fine Arts. Entries have started to be received. Some works go way beyond budding; some pieces larger than allowed. As usual, we are dealing with those issues in a tactful and encouraging way.

#### **14. Promenade Report** Maureen

**Current Show Dates: March 21, 2019 to May 21, 2019**

Title: More Mosaic 2019

Hanging Date: March 20, 2019

Vernissage: March 24, 2019

Artists: Jacinta Aungier, Randal Bablitz, Marilyn Charpentier, James W. Cook, Debra Maxwell Corkery, Gwen Cowan, Carmen Dufault, Nasri Georges, Diane Groulx, Aline Joanis, Patricia Kenny, Monique Laframboise, Christine Lenoir-Godin, Fabiola Bedin Lima, Andrée Marchessault, Cheryl Mattice, Lore Organ, Jean Smith, Raymonde Wolfe showing 23 works.

Comments: Over flow show from Mosaic. Mary Ann Varley supplied 4 mini artworks for the cabinet. Maryse Hatchard missed drop off and has been put in a subsequent show. Vernissage was fairly well attended by artists, pictures are posted to the website. Debra Corkery will be joining the Promenade team and will liaise with A'Chord East. Roxanne Decelles will become a casual member of the team and will help with hanging.

**Next Show Dates: May 23<sup>rd</sup> 2019 to July 15<sup>th</sup> 2019**

Title: Budding Artists 2019

Hanging: May 22<sup>nd</sup> 2019

Take-down: July 16<sup>th</sup> 2019

Vernissage: May 26<sup>th</sup> 2019

Comments: This show is being put together by Leslie Lambert and her team.

Gallery will be closed for one week after this show

A Call for Art will be sent out at the end of April to furnish the following show: July 25 to Sept. 24 - Vernissage: July 25 (note – this is an evening vernissage 7-9 pm)

Following show- September 26 to November 26. We will invite the participants from the bear workshop to display their bears. To get maximum participation they need not be for sale.

#### **15. Community/Outreach Projects – (Included in President's Report)**

#### **16. Coordinators' Reports**

Gloucester Library - Darina.

Current Show Dates: March 12 to May 14, 2019.

Artists: G. Cowan (5), Fran Prodger (5), R. Decelles (3), Denise Jasmin (3), Helene Martin (2), Peter Ewanchuck (1), Helene Lacelle (1), D.Boldizar ( 1) for a total of 21 works

Next Changeover: May 14 2019

Next Show Dates: May 14 2019 to July 9 2019



Orleans Library - Corinne Feasey

Current Show Dates: March 5, 2019 to May 7, 2019.

10 artists showing 25 works

Comments: 4 volunteers helped

Two new members participated: R Decelles and R. Whitford

Next Show Dates: May 7, 2019 to July 2, 2019

Blackburn Hamlet Library – Jessie Parker (absent) Read by Lindy –  
Lore Organ and Josée Bourassa will be the new team.

Current Show Dates: March 23, 2019 to May 25, 2019

Title: My Digital World

Artist: Mike Phillips displaying 12 works

Next Show Dates: May 25, 2019 to July 27, 2019

Artist: Helen Lepage

LunaSole Resto-Bar - Gwen Cowan

Current Show: April 16, 2019 to May 21, 2019

Artist: Susan Cornthwaite Grenier showing 11 works

Next Show Dates: May 21<sup>st</sup> 2019 to June 18<sup>th</sup> 2019

Artist: Lynne Alford

Comments: There were two sales in the previous show: "Fallingbrook" for 600\$ and "Quebec City" for 350\$, both by Brian Turner.

St. Laurent Complex - Jennifer Garland (absent) Read by Lindy

Current Show Dates: March 14 2019 to May 9 2019

Title: Emotions and Moods

Artists: Mary Douglas, Linda Foley, Elaine Patenaude and Darina Boldizar showing 28 works

Pick-up Date: May 9, 2019 5:30 PM

Three sales to date two pieces by Darina Boldizar ('Good Morning', \$95 and 'Lilacs', \$500 and one piece by Elaine Patenaude, 'Falling Softly', \$125). Total commission to Arteast of \$108. Another sale of Elaine Patenaude's piece 'Lost' is expected on May 9<sup>th</sup>. Darina Boldizar had noticed that her art work was shown on CTV news as a back drop to a news report totally unrelated to the art. It was nice to see how lovely her work looked.

Next Show Dates: May 9, 2019 to July 11, 2019

Title: Limitless Imagination

Drop Off/Hanging Date: May 9, 2019 at 5:45pm

Artists: Cheryl Mattice, Christine Gendron, Judy Ross and Roxanne Decelles

François Dupuis Complex - Cheryl (No change since last month)

Current Show Dates: March 11, 2019 to May 13, 2019.

Title: Spring in the Air 2019

Artists: Pansy Hui, Darina Boldizar, Diane Bertrand and Beata Jakubek showing 17 works.



Pick up date: May 13 2019

Comments: Leak appears to be fixed and we went forward with all four artists.

Next Show Dates: May 13, 2019 to July 15, 2019

Title: Summer Colors 2019

Artists: Carmen Dufault, Jane Cass, Linda Foley, Randal Bablitz

St. Laurent Library - Linda Dabros (absent) Report read by Lindy

Current Show Dates: March 29, 2019 to June 21, 2019.

Artist: Rashmi Rekha.

### 17. Other Business:

A) Volunteer Memorial Award – Lynne – No news on this.

B) Memorial for Kate Daller – Maureen - We received most sincere thanks from the family

C) Splash Pool – Maureen - The mural at the splash pool on Ogilvie Rd. was painted by Sue Partridge who was a member of Arteast. We have no contact info for her.

### 18. Adjournment

Motion made by Lynne to adjourn meeting. Seconded by Cheryl. Carried.

Meeting adjourned at 8:25 PM.

Next meeting of the Management and Planning Committee will be at 7:00 p.m. **May 21, 2019** 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 2018 to June 2019 at 7:00 p.m.

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

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Lindy Nadarajah, President

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Lise Guindon, Secretary