



MINUTES
MANAGEMENT AND PLANNING COMMITTEE MEETING
Tuesday May 21, 2019, 7-9 pm.
AOE Boardroom, Shenkman Arts Centre

Attendees: Lynne Alford, Darina Boldizar, Josée Bourassa, Corinne Feasey, Lise Guindon, Cheryl Mattice, Lindy Nadarajah, Claire Ouseley, Helen Rosseau, Mary Ann Varley and Dorothy Zorn.

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

2. Approval of Agenda –

Motion to approve the agenda as presented made by Helen and seconded by Corinne. Carried.

3. Approval of Minutes of April 16, 2019.

Motion was made to correct Item No. 6 Vice President’s Report, 2nd paragraph: replace Jacinta Gauthier by Jacinta Aungier. Motion to approve minutes as corrected made by Josée and seconded by Cheryl. Carried.

4. President’s Report – Lindy

This month Joy Rutherford, past president 2009, was in a fatal accident and passed away. Arteast members attended her funeral in Brockville. She is remembered fondly by Arteast members.

Arteast has received \$2,250 as a 2nd advance on our 2019 operating funding allocation.

Young at Art

Arteast presented four award certificates and two \$25 gift cards at the Young at Art ceremony. The Young at Art Exhibition was held from April 25 to May 19, 2019 at the Shenkman Centre. Beautiful certificates were made by Lynne Alford. Lindy suggested giving a one year membership with the certificates for all the recipients for next year. It was agreed to add it to next year’s winners.

Budding Artists Show

Mélanie Ouimet-Sarazin, OSAO Administrator, waived the rental fees for Studio A on jury day and agreed to store our paintings in Print Studio for 3 days for free. She helped promote the Budding Artist show, downtown and in Orleans and also included more gifts to the certificates. The Board agreed to pay 75\$ to OSA for studio rental on Jury Day.

Bob MacQuarrie Complex

France Thériault-Saumur, Manager of Bob MacQuarrie Recreation Center, spoke with her Program Manager Matt Luloff and the Facility operation team to see if they could assist in purchasing the hanging system but funding is limited. She would like to go ahead with the initiative if Arteast pays for the hanging system. She offered to pay for the lighting in the exhibition space.

Claire, Cheryl and Lindy reviewed the proposed space. They agreed that the wall with the hanging pipe would not be suitable and looked at the possibility of using the 60’ wall in the hallway instead as there



is good light there. Our offer would be to pay for the hooks and cords and they could pay for the hanging system bar. We could add this to next year's budget. All agreed that this was a good idea.

Jurors and Procedures

In their Post Evaluation Report, the AJAE Committee requested a meeting with representatives of other Arteast juried shows in order to apply consistency to the jury process and create a single list of Jurors. The Board has agreed with this and recommended the following for the juried shows Coordinators and their teams:

1. Review and update the Arteast juror's list
2. Make provisions for back-up jurors
3. Confirm juror's presence 48 hrs prior to the event
4. New system instead of redirecting submissions to color coded areas (Mosaic)
5. Decide if the artist's statement will be included in the jury process.
6. Ensure the artists are not in contact with the Jurors
7. Ensure the artists do not select the Jurors.

Mary Ann will set up a meeting to go over the criteria and update the jurors' list, instructions to the jury and expectations of juror's conduct during and after the event, and whether the jury or the jury instructions will be published to the membership. The following members will be invited to participate: Mary Ann, Maureen, Danielle, Carmen, Mary D., Laurie and Leslie as well as a member from the Board. The committee could then report to the next Management and Planning Meeting.

GWA Door Prizes

Laurie Hemmings generously donated \$250 in gift certificates to Select Fine Art Materials. Lindy suggested that we offer a prize in Laurie's name for next year's Budding Artist show if Laurie agrees. Claire purchased some art books to be given out as door prizes and was reimbursed. We estimated at about 50 the number of aprons still available as prizes and we have enough gift cards at present.

Bus Trip to Montreal - Fee

The Board has agreed to have the bus fee set at 60\$ for members and 70\$ for non-members (these amounts imply a 600\$ subsidy by Arteast).

City of Ottawa Invoicing

Coordinators are asked to verify the contract dates booked with the City of Ottawa. The recent problem with the room rental booking was due to a computer error at the City. This has been fixed and Arteast has been reimbursed. We also had an issue with a Dymon Storage invoice. This rental is prepaid every six months but it does not include photocopying which has to be paid up front. Members should be made aware of this as it was the source of the many overdue notices and extra invoices.

Artpreneur 2019

This event is taking place on May 31st and is seen as an excellent way to meet new artists and promote Arteast. The Board agreed to purchase two tickets (total 80\$ - included in the approved 2019-2020 budget). Claire and Lindy will attend.



Think Tank

The Think Tank is planned for August. Claire graciously proposed to host this event. Lindy will set up a date via e-mail. Succession will have to be planned, especially if we want 2 VPs in the next Board.

5. Treasurer's Report – Dorothy

Current balance: \$10,794.03

Outstanding items: \$717.25

Register balance: \$10,076.78 (includes the new \$2.25K from the City)

Number of members: 229

6. Vice President's Report Claire

Volunteer Coordination

Mari Brown agreed to design the graphic for the Arteast cut-out Board to be used at the Shenkman's 10th anniversary celebration. Lindy has worked with her regarding a suitable design.

Long-time volunteer Isabella has stepped down as the primary translator, as has her friend Christiane. Several members have been identified as potential translators. Lynne agreed to act as a contact for translation requests.

Linda Foley is no longer available to replace Danielle as coordinator of the Digest. Claire will work with Danielle to find a suitable replacement when she is well enough to provide training.

The Budding Artists show has resulted in several new members who will be contacted soon.

Website

The History feature has been updated and translated and is now on the website.

7. Grow with Art Report – Mary Ann

- The April meeting began with a problem with the room booking. Thanks to quick thinking by Mike Phillips and Catherine Niman, we were able to move to the Lexus Restaurant and Rosalie Favell made her presentation there despite the noise of the final Leafs NHL game. Lexus even had a projector screen and the visuals were excellent. It turned out to be a great evening!

- Cheryl Mattice has organized two workshops: a) Brian Turner on May 11: this went very well and b) Patrick Imai on May 25: only has 5 participants so far. It was decided to proceed with this event.

- The speaker for the May meeting is Alex Wyse. Les White has been in contact with him but his health is sketchy. Claire proposed that Mary Ann act as a back-up if needed.

- Trip to Montreal: a bus has been reserved. The plan is to visit the McCord Museum for about 90 minutes and then on to the Botanical Gardens for the afternoon. There has been a limited response.



- Program for the next season 2019- 2020. The committee will meet on May 28 to hopefully finalize the schedule. At that time Cheryl Mattice will take over as the new lead coordinator of GWA. Regarding the brochure re-design, Mary Ann will request estimates.

8. AJAE Report – Mary Ann (Interim Team Coordinator)

2019 AJAE will be held at the St Laurent Community Centre.

The specific dates for the various activities are:

August 1 to September 1 - submissions will be received

September 14 between 9:00 AM - 10:00 AM - art will be dropped off.

between 10:30 AM - 12:30 PM - art will be juried.

between 1:30 PM - 3:30 PM - art will be installed.

September 22 between 1:00 - 3:00 PM - Vernissage will take place

November 14 by 5:45 PM – art will be removed

Actions taken since last report:

- Contracts at the St Laurent Complex have been verified. Still waiting for verification that staff will be available to help hang and take down.
- The AJAE Team met to review all action items on May 14th 2019.
- The call to artists and registration is prepared by Istvan Jobst
- Please note proposed changes:
 - The exhibition will be limited to the first 65 works registered but will include all award winning works
 - Reduced size for submissions is 30" X 30" including the frame.
- Translation has been completed with the French changes to title for show:
Arteast Juried Awards Exhibition / Exposition d'Arteast avec Jury et Remise de Prix
- Liaison with Lynne re: Communiqué and with Helen re : web site have been initiated
- We will be seeking sponsors to provide a \$75 gift certificate for Best in Show and \$25 each for the three Juror's Choice Awards. We will approach Chris Tinker, Art World, and Wallack's in that order to provide all certificates or equivalent value in product.
- All tasks on the AJAE To Do List have been assigned.
- All front end activities have been completed. This includes updating the Artists Call, online registration form, Drop off and Disclaimer Form, Guidelines and Translation.
- Jury criteria and process should be discussed re: Richard's recommendations preferably before July.
- Artwork will be identified after installation if it has won an award but the details of the award will only be shared at the Vernissage.
- A 50% deposit will be required for all artwork sales with the balance being collected at take down.

Actions Planned

Next meeting of the AJAE Team is planned for June 18 2019 to review progress made on To Do List. After this meeting, the show will be announced and the call for artists made.



9. Digest - Danielle (absent – Report read by Lindy)

Nothing new to report except that the volunteer who was going to take over the Digest is no longer available.

10. Newsletter - Lynne

Spring –Summer 2019 edition:

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

Articles Received for this Issue:

President's Message – by Lindy Nadarajah

Tulip Festival Outreach Project – by Lindy Nadarajah

Arteast Members Show at MIFO – by Patrick Nantel

Meet Our Members profiles: Colette Bourgoin; Josée Bourassa; Mary Douglas

Other articles:

Budding Artist – Lead Article – by Laurie Hemmings

Young At Art – by Lynne Alford

Montreal Bus Trip – by Claire

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 Mary Ann

GWA – May meeting; Alex Wyse – by Les White

Promenade – More Mosaic – by James Cook

Group of Short Memorial Pieces for Bernard, Ted and Joy Rutherford – by Lynne

Short announcement for upcoming AJAE with link – by AJAE Team.

Translation: Christiane has stepped down and Isabella will be stepping down after the upcoming issue of the newsletter. I will need to find other members to take on translation. Currently, Josée Bourassa is doing some of the translation. I am also following up with Johanne Richer, Jacinta Aungier and Colette Bourgoin about helping with translation.

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

Responded to website changes and requests in a timely manner. Still researching the changeover to secure website.

-10th anniversary stand purchased and built with one layer of gesso.

12. Open Studio Report – Corinne

On April 25, there were 14 participants and 10 on May 9. The last Open Studio before the summer break will be on Thursday June 6th. Open Studio will return on September 12th.

On May 9th, Corinne dropped off the signed rental contract and cheque for Fall 2019. (Sept. to Dec.). We can set up next year's contract dates; payment would not begin until first day of contract of January 2020. She will go ahead and prepare for 2020.



13. Budding Artists Report – Cheryl

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

Artists: Karin Benner, Janette Brodeur, Christopher Buchanan, Lesley Caple, Crystal Chaplin, James Cook, Debra Corkery, Fran Falconer, Rodney Huot, Istvan Jobst, Rita Lamoureux, Cheryl Mattice, Amirah Mirza, Catherine Niman, Sheila Pollard, Helen Pruchnick, Nicole Sauve, Ruth Koch-Schulte, Dick Stanley, Dulci Tennyson, Susan Thompson, Mary White showing 22 works

Volunteers involved:

Drop off: Lindy Cousineau, Lynne Alsford, Cheryl Mattice, Claire Ouseley, Dorothy Zorn, Mike Phillips, Christine Moriceau (non-member)

Jury: Lindy Nadarajah, Laurie Hemmings, Leslie Lambert, Lynne Alsford, Claire Ouseley, Dorothy Zorn, Gerry Miner

Hanging: Laurie Hemmings, Leslie Lambert, Cheryl Mattice, Dick Stanley, Nicole Sauvé

Reception: All participants Pick up: Laurie Hemmings, Cheryl Mattice, Sheila Pollard

Comments: Volunteers confirmed

- Entertainment arranged (Hamid Ayoub and his drums)
- Confirmed 22 participants (artists listed above)
- All participants and jurors have been notified of change of drop date, time and place and jurors have confirmed presence
- Awards secured and mic w/stand requested for speech
- Volunteers have confirmed their commitment
- Invitations sent out to participants and other parties
- Thank you cards and cheques prepared for jurors
- Drop-off of works and jurying took place on May 18. Mike Phillips and Lynne Alsford verified the hanging system on works to ensure works will be ready for hanging on Wednesday, May 22
- Lindy arranged for storage of paintings in the print making studio at SAC until hanging day
- All participants have been given their jurors comments and reminded to bring in refreshments for the reception
- Awarded participants: President's Award – Cheryl Mattice
Juror's Award – Sheila Pollard
Juror's Award – Catherine Niman
Juror's Award - Nicole Sauvé

14. Promenade Report Maureen (absent – report read by Lindy)

Current Show Dates: May 23rd 2019 to July 15th 2019

Title: Budding Artists 2019

Comments: Gallery will be closed for one week after this show



Next Show Dates: July 25 to September 24, 2019

Title: Summer Inspiration

Hanging: July 24 2019

Take-down: September 25 2019

Vernissage: Thursday, July 25 7-9pm note: evening vernissage

Artists: Randal Bablitz, Josée Bourassa, André Breau, Claire Cameron, Roxanne Decelles, Arlette Francière, Nadine Harper, Maryse Hatchard, Otto Graser, Susan Cornthwaite Grenier, Christine Lenoir-Godin, Lise Guindon, Isabella Lévêque Bouchard, Cheryl Mattice, Andree Marchessault, Kerstin Peters, Brian Phillips, Mike Phillips, Lissa Rachele, Carole Renaud, Jeanne C Vaillancourt

Comments: A Call for Art was sent out at the end of April to furnish the following show.

- Following show- September 26 to November 26. This show has 14 participants so far plus we will invite the participants from the bear workshop to display their bears in the cabinet. To get maximum participation they need not be for sale.
- Promenade team meeting was held. We discussed having a Plein Air show in 2020. Those attending the Botanic Gardens in Montreal would qualify as would those attending a projected plein air day this summer at either Mer Bleu or Danielle's Garden. Preferences will be sought on Facebook. Acceptance in the show would depend solely on who applied first.
- There will be a large scale artworks show or a volunteers' show the following year.
- A new naming protocol was decided starting with the next members' show.
- The Awards Winners show will take place over Xmas 2020.

15. Community/Outreach Projects – Lindy

Tulip Festival:

The tulips were finally picked up from the Tulip festival just before the long weekend. There were five tulips spotted in front of Dow's Lake Pavilion. It is unclear at this time how many tulips St. Brother André shipped or if they were sold. The Military and Harry Potter and Group of Seven tulips were kept at the school.

Shenkman 10th Anniversary Block Party

Arteast will have 8 artists at the Shenkman Block party organized by City of Ottawa: Diane Charlebois, Randall Bablitz, Kerstin Peters, Robin Whitford, Josée Bourassa, Christine Godin, Ginette D'Aoust Castonguay and Johanne Richer. The event is June 14th from 4:00 p.m. to 10:00 p.m. Artists will paint from 4:00 to 8:30 pm outdoors, weather permitting. We will supply an Arteast aprons to represent the organization. No commission will need to be paid for the sale of their artwork.

Mari Brown has designed the painting for the Arteast stand and Mike Taylor approved it. Helen Rosseau has built the stand for this event. One person volunteered to help paint the board.

MIFO

The Arteast presentation at MIFO to be given by Danielle has been cancelled due to low interest.



16. Coordinators' Reports

Gloucester Library - Darina.

Current Show Dates: May 14, 2019 to July 9, 2019

Artists: G. Cowan (6), R. Decelles (3), Denise Jasmin (3), Helene Martin (2), Peter Ewanchuck (1), Helene Lacelle (1), C. Gendron (3), Dwain Sykes (1), D.Boldizar (1) showing 21 works

Next Changeover: July 9, 2019

Next Show Dates: July 9 2019 to September 10 2019

Orleans Library - Corinne Feasey

Current Show Dates: May 7, 2019 to July 2, 2019.

11 artists showing 25 works

Comments: 4 volunteers helped

Next Show Dates: July 2, 2019 to September 3, 2019

Blackburn Hamlet Library – Jessie Parker (absent – read by Lindy)

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

Title: My Digital World

Artist: Mike Phillips displaying 12 works

Pick up Date: May 25, 2019

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

Title: Femmes de rêve/Dream Women

Artist: Helen Lepage

LunaSole Resto-Bar - Gwen Cowan (absent – read by Lindy)

Current Show: May 21 to June 18, 2019

Title: Local Colour- Barns and other Buildings

Artist: Lynne Alsford showing 13 works

Next Show Dates: June 18th 2019 to July 16, 2019

Artist: H  l  ne Lepage

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

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

Title: Limitless Imagination

Take down Date: July 11, 2019 at 5:30pm

Artists: Cheryl Mattice, Christine Gendron, Judy Ross and Roxanne Decelles showing 36 works

Comments: Elaine Patenaude's painting 'Lost' sold on May 9th for \$150 for a total of four sales from our last show.

Next Show Dates: July 11, 2019 to September 12, 2019

Title: Visual Dreams

Drop Off/Hanging Date: July 11 at 5:45

Artists: Christine Godin, Rashmi Rekha, H  l  ne LePage and Elisabeth Baechin



François Dupuis Complex - Cheryl

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

Title: Summer Colors 2019

Artists: Carmen Dufault, Jane Cass, Linda Foley, Randal Bablitz showing 16 works.

Pick up date: July 15 2019

Comments: One end of sale show from the previous show for Diane Bertrand

Next Show Dates: July 15, 2019 to September 16, 2019

Title: Full Bloom 2019

Artists: Fabíola Lima, Rashmi Rekha, Maryse Hatchard, Helen Rosseau

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

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

Title: Through the Prism

Artist: Rashmi Rekha showing 5 works.

Next Show Dates: June 21, 2019 to September 27, 2019

Artists: Helene Lacelle

17. Other Business: Library Protocol – Lynne

Lynne researched an incident that occurred recently at a library change over: an Arteast member dropping off his works removed someone else's paintings and asked the library staff to store it in another room. In order to ensure that all library staff are aware of changeover rules, Lynne proposed that Arteast have a protocol to guide them in similar situations. Lynne will draft such a document and share it with all Arteast Library Coordinators. Once it is agreed upon, she will forward it to Mr. Robert, the Manager of the St Laurent Library also in charge of the east end libraries, and discuss with him.

18. Adjournment

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

Meeting adjourned at 9:07 PM.

Next meeting of the Management and Planning Committee will be at 7:00 p.m. **September 17, 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 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 2018 to June 2019 at 7:00 p.m.

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

Lindy Nadarajah, President

Lise Guindon, Secretary