

Arteast Executive & Coordinators' Meeting Minutes Nov 18, 2014
Lise Roy Meeting Room, Shenkman Arts Centre

Present:

Diane Freeman	Treasurer
Josie de Meo	President
Carmen Dufault	Incorporation/AJAE
Cheryl Mattice	AJAE
Claire Ouseley	Newsletter
Helen Rosseau	Webmaster
Mary Ann Varley	Past President
Corrine Feasey	25 th Anniversary Committee
Kerstin Peters	Digest
Marie Leger	
Ted Johnston	Coordinator Luna Sole

Regrets:

Virginia Dupuis	Secretary
Danielle Beaulieu	Grant writing
Mari Brown	Trinity Art Gallery
Margaret Cape	Newsletter Layout
Maureen Rooney-Mitchell	Promenade Arteast/TrinityArtGallery
Diane Bertrand	Member
Gregory Abraszko	Photographer
Elisabeth Baeclin	St Laurent Complex
Arlette Castonguay	Orleans Library
Maryse Hatchard	25 th Committee, Francois Dupuis Rec Centre
Christine Gendron	Gloucester Library
Isabella Leveque-Bouchard	Promenade Arteast
John Olsthoorn	Social Media
Christina Patterson	Grow with Art
Bernard Poirier	Member at Large
Dorothy Zorn	Newsletter Mailing/Promenade
Clarisse Cheseaux	Promenade/Cumberland Library
Lindy Nadarajah	Children's Wish Project / AJAE

1. Call to order

Josie called the meeting to order at 7:02 p.m.

2. Approval of Agenda

The following items were added to the agenda: the Ladies Black & White Event; and Arteast Digest. Adoption of the agenda was moved by Mary Ann and seconded by Carmen. Carried

3. Approval of minutes from the October 21, 2014 Executive Meeting

The adoption of the minutes was moved by Claire and seconded by Helen. Carried

4. Arteast Executive

Josie announced that there might be an individual interested in taking on the position of Vice President in January, but this still needed to be confirmed. Discussion then took place on the fact that no one has volunteered to replace Josie as President at the end of her term. The organization can continue without a President and Josie suggested that this could be accomplished by having the executive members rotate as chair of the meetings. Mary Ann noted that this would work as long as we did not lose any of the leads of the various activities. Josie wanted to ensure that the 25th Anniversary plans to be affected by this

situation and Ted noted that a change of leadership is good for an organization and that if an organization is worthwhile, someone will eventually step up. He added that Josie should not be involved in the rotating chair position as she has earned the right to step back.

Helen noted that the general membership is not aware that they can attend executive meetings. It was agreed that the January digest will publish the agenda of the next executive meeting in advance and this information will be added to the website to encourage more member involvement.

5. Financial Report–Diane

Diane Freeman reported a net bank balance of \$15,599.83 which includes outstanding cheques of \$1,410.00.

6. Membership Report – Diane

We have 6 new members since the October meeting for a total membership base of 203.

7. Budgets 2015

Helen asked about posting the budget online, however it was agreed that this would not be appropriate, but interested individuals are free to ask about them. An overview of proposed budget items was undertaken and Josie will be sending out the proposed budget for feedback prior to the AGM. The following was noted:

- There are no grant monies listed, as we don't know what they will be
- Studio time used the warehouse monies
- Membership with the Chamber of Commerce may be discontinued in the next year as it has not proven worthwhile
- Accounting fees have been added. The use of an external resource adds transparency to Arteast.
- Mary Ann requested that \$500 be added to the budget for outreach programs, in addition to the \$250 for Nuit Blanche.

The budget will be finalized at the next executive meeting in January 2015 for the AGM. We are on budget for 2014.

8. Members Survey

Josie provided the update for Danielle. Thus far we have received 80 responses – a 40% response rate which means the results are representations. The results will be provided for the next executive meeting and newsletter.

Josie mentioned that Danielle is also working on writing an operating grant, as well as creating a bi-monthly painting challenge via a blog. It was agreed that this should not begin before January due to busy schedules. Mary Ann suggested an announcement in the Digest to advertise the challenge and that Danielle might want to talk about it at the member appreciation night.

9. Grow with Art- Mary Ann

Mary Ann reported that the Member Appreciation meeting at D'Arcy McGee's pub has been finalized. Susan Thompson will be purchasing door prizes with \$200 and is looking for ideas. Discussion on invited Mike Wallack to an Arteast meeting, ideally a Grow with Art one so he has a better idea what Arteast is all about. This could lead to possible discounts,

etc., down the road. The next Grow with Art meeting will have a presentation by David Jones, talking about being a painter.

Mary Ann explained that Danielle will be writing an operating grant application, however if we do not receive this, Mary Ann will be working on a project grant.

10. **Newsletter -Claire**

Claire reported that the fall newsletter is online and the mailing was done during Studio time, which worked quite well and will be continued. The following newsletter will be the February newsletter with a January 16th deadline. Several members have been asked for profiles for the next newsletter. Mary Ann noted that there would be no Message from the President for the next newsletter, given the position will be vacant.

11. **Arteast Digest – Kerstin**

Kerstin noted that she is not receiving notices far enough in advance to publish in the Digest. She would like to receive notices two weeks in advance. Josie stated she had refused some items for this reason as well. Kerstin also stated that she was receiving emails such as registrations for shows as members are replying directly to the Digest. It was agreed that the caveat “Do not respond to this email” will be added to future Digest emails. Regarding the coming blog, Kerstin, Josie and Danielle will be meeting in this regard. Helen suggested an article in the newsletter about the blog, as well as a link from the web page.

12. **Website- Helen**

Helen has passed website duties to Danielle and her family while she recuperates from surgery. She has updated the calendars with the information provided thus far, although often no timings have been provided. It was noted that Studio time dates should be added to the calendar and Events, which Josie will provide. Josie advised that she has some Arteast historical information, which Helen offered to add under ‘About Us’.

13. **AJAE- Cheryl**

Cheryl reported that a third painting has sold – a photograph by Patrick Nantel. The AJAE takedown happens Friday, Nov 21, after which there will be post mortem. It was noted that some members don’t realize what AJAE stands for and all forms, etc., should contain the name in full.

14. **Incorporation – Mary Ann**

Mary Ann is still looking for office space. AOE has not yet responded to her calls. Ideally Arteast is looking for a partner to share rent with, which would increase the requirement for an operating grant. If we do not have office space, it is hard to justify the need for an operating grant – it could be that it is premature for us to be applying for this grant, which is due in January 2015. Mary Ann will continue to reach out to AOE, as well as trying the OSA. The City of Ottawa is not an option.

15. **Outreach**

- Studio time: Will be set for the second and fourth Thursday of each month and Josie will book the room. Arteast members should be reminded of this opportunity.
- Baz’ ART: Josie explained that there had been a time change to 11am – 4pm. Josie will be bringing materials for kids to use, rather than artists’ own supplies

- Ladies Black & White Event – This is an event on December 2 for 1 ½ hours run by the Community Pentecostal Church. Artists who are currently hanging on the wall are invited to attend to meet with the people in this group. Five executive members agreed to participate and Josie will get additional details. This is not a demonstration, but an opportunity to talk about Arteast. It was noted that all the artists currently on the wall should be invited.

16. Promenade Arteast and Trinity Art Gallery (via email)

- Promenade: The current show is “Awards Winners of 2013” which runs Oct 23 to Jan 6, 2015. Pick up is scheduled for Jan 7th. No sales so far. The next show will be “Silver Celebration – Winter” running Jan 8th to March 17th. The vernissage will be Feb 15 to combine with Mosaic. The show is half filled with GWA winners and those bumped from previous show. Maureen will send out a call for art with ‘silver’ to be kept in mind when submitting. A’Chord East is asking if they are required for any vernissages. Maureen will explore their availability.
- TAG: Mike has given go ahead to combine Promenade vernissage with Mosaic vernissage- Feb 15th. Three Jurors have been lined up and booked- fee to be paid- \$100 each. Application form finalised and uploaded to website and sent to Communique. Music- received estimate from Sax appeal - \$355 and have booked them. Maureen is awaiting the contract with a non refundable deposit of half to be paid. They will play a mix of classical and jazz suitable as background music. No Trophy has been purchased for Trinity so far. Mary Ann to look at a company near her studio. It was noted that there was a need to clarify Maureen’s budget regarding the awards given Maureen’s question regarding going to Wallacks for sponsorship and possible increasing our donation of \$25 for each jurors award. Maureen will try to get the Preliminary Call for Art out this week. Also will there be a \$ amount awarded for whoever receives the Trophy.

17. Coordinators’ Reports

- **25th Anniversary:** A room has been booked at the Chimo Hotel for Nov 24, 2015. We will need to sell tickets for the dinner, as 100 people are the minimum required. Arteast members tickets will be subsidized, but guests will pay full price. There will be a cash bar. Some discussion whether we should invite special guests like Councillors, etc. Past presidents will be included. This event will be on a Tuesday night, 5:30-10:00pm
- **Blackburn Library** – No new information.
- **St Laurent Complex** – (via email from Mari Brown) Mari reported that there are 39 registered artists and 73 pieces of work for the next show. There were no problems at all about members doing the online registration, only two had to be hunted down for getting the complete info. One artist tried with getting past the size limit of the art in to the show, stating that the pieces were only a "few" larger. Needless to say, I redirected this person to look in to other events with Arteast that would accommodate her work. So all is good to go, and most artist that have volunteered for the different tasks so it should be smooth sailing with getting everything up on the walls. Josie advised that Beata has resigned and that Elizabeth will be the new coordinator.
- **Francois Dupuis** – No new information.
- **North Gloucester** – (via email from Christine Gendron) Regarding the changeover earlier in the day, there are now 9 artists exhibiting 17 paintings. One artist who submitted three paintings, Anne Marie Blin, stayed to volunteer to hang the paintings. Hopefully she will continue in this role for other changeover dates. Marie Leger also participated as a volunteer. Next changeover is: JANUARY 13, 2015. Christine will be there, however, will not be at

the changeover scheduled for MARCH 10. She will participate again on MAY 12. Christine asked that someone replace her for March 10 and provided contact information for Anne Marie Blin.

- **Orleans Library** – (via email from Arlette Castonguay) On November 4, 16 paintings were put up and 5 remain from the last exhibition. It was challenging to find good wall space for our artists since the library is featuring a private photograph exhibition from Taiwan. This exhibit ends at the end of the month so everything should be back to normal in January.
- **Luna Sol** – Ted advised that the current show ends Tuesday Nov 25. The next show will be a winter theme with six artists, which will run until January. After that there will be six week blocks that continue throughout 2015.

18. Warehouse Proposal

This item will again appear in the 2015 budget. It was suggested that an email go out to individuals who have Arteast information. We will be renting a 5x5x5 space, with shelving, starting in January 2015, contract to be signed shortly. This space will be used for archives, contracts, financial documents, etc.

19. Calendar of Events 2015

Helen advised we are missing dates for Blackburn, Promenade and Trinity.

20. Volunteers:

There is currently no Volunteer coordinator, but Josie will be taking this on in January. Mary Ann noted that this should be the job of the Vice President.

21. Reminders

The following were noted:

Renewal of room rental; finalize the budget for the AGM at the next executive meeting; grant to be prepared by mid January for the City of Ottawa.

22. Adjournment

The meeting was adjourned at 9:06 pm on a motion from Helen and seconded by Mary Ann.

Next meeting:

The next meeting will be at 7:00 p.m. **Jan 20,2015** in the Lise Roy Meeting Room, AOE Arts Council, Shenkman Arts Centre

ARTEAST CONTACTS:

Telephone Number- 613-745-2996 Mary Ann Varley- Information in English

Telephone Number- 613- 590-7627 Josie De Meo- Information in French

MAILING ADDRESS: Arteast Box 5,Suite 260,245 Centrum Blvd, Orleans, K1E 0A1

All Executive Committee meetings will be held the 3rd Tuesday of the month in the **Lise Roy Meeting Room, AOE Arts Council,**

Shenkman Arts Centre 245 Centrum Blvd
from **September 2014 to June 2015 at 7:00 p.m.**

Arteast **General Meetings** will be held on the 4th Tuesday of the month

Room 340, 255 Centrum Blvd from September 2014 to June 2015 at 7:30 p.m.