

**Arteast Executive & Coordinators' Meeting Minutes  
for Jan 19th, 2010  
Lise Roy Meeting Room -AOE Office, Shenkman Centre**

<b>Present:</b>	Carmen Dufault	President
	Virginia Dupuis	Secretary
	Joy Rutherford	Past-President/Community Outreach
	Dorothy Zorn	Treasurer
	Mari Brown	Promenade Arteast/Orleans Library
	Joyce Buckley	Trinity Art Gallery/ Blackburn Hamlet Library
	Linda Dyson	Volunteers/North Gloucester Library
	Isabella Leveque-Bouchard	Promenade Arteast
	Lynda Mathieson	Blackburn Hamlet Library/Trinity Art Gallery
	Diane Patenaude	Queenswood Villa Coordinator
	Boni Penna	Art & Photo Coordinator
	Maureen Rooney-Mitchell	Promenade Arteast/Orleans Library
	Mary Ann Varley	Grow with Art
	Jackie Ballhorn	Member

**Regrets:**

Suzanne Beaulieu	
Leslie Dorofi	Budding Artist Coordinator
Tasha Dufault	E-mail Communications
Aline Joanis	Cumberland Library
Ted Johnston	North Gloucester Library Coordinator
Fran Langstaff	North Gloucester Library
Maryse Legault	Cumberland Library
Lindy Nadarajah	Promenade Arteast/Queen Elizabeth School
Bernard Poirier	Newsletter Editor
Diane Washam	Cumberland Library

- 1. Call to order and welcome**  
Carmen Dufault called the meeting to order at 7:05 p.m. and welcomed Arteast member, Jackie Ballhorn. Carmen stated that we have a lot on our plate but we also have a tremendous group of volunteers and looks forward to an exciting year in 2010.
- 2. Approval of Agenda – additions**  
The revised agenda was approved by Dorothy and seconded by Joyce.
- 3. Approval of minutes from the November 17th, 2009 Executive Meeting**  
The November 17th minutes were approved by Joyce and seconded by Boni.
- 4. Treasurer's Report – Dorothy Zorn**  
Dorothy's reported a current bank balance of \$9508.21 and stepped through her Financial Report and Projected Budget for 2010. Dorothy answered questions and recorded minor revisions to finalize the reports for the AGM next week.

The Financial Report was approved by Maureen and seconded by Joyce.

**5. Annual General Meeting- Carmen Dufault**

Carmen read a letter from Lindy Nadarajah offering her resignation, due to the fact that Lindy has a time conflict with her OSA teaching, and despite all efforts cannot make arrangements to attend any executive or general meetings. Lindy will retain her position on Promenade Arteast and Queen Elizabeth School. Lindy's efforts in the role of VP will be missed. Carmen will make arrangements to call for an election of a VP at the AGM. Carmen will send a note to Tasha asking to notify members to print the bylaws before the AGM; Carmen will also print a few copies to bring to the AGM.

**6. Art and Photo – Boni and Carmen**

A discussion was held about possible venue for Art and Photo. St Brigids is a possibility but would require sitting duties. Another possibility is to use the Promenade Arteast Wall but due to the size only hang the winners, but combine this with a weekend event such as the new Festivarts and display all entries on grids for the weekend. Koyman Gallery on St Laurent Blvd was discussed but dismissed as their commission is too high. Maureen will investigate with Place D'Orleans to see if there is a vacant storefront.

The timing is also under review, in that we may combine the Art and Photo with the new Festivarts in early June.

The previously suggested names changes for Art and Photo, were narrowed to 4 names and Carmen will submit these names to the membership to vote on, so the new title may be revealed at the AGM. All names would include the anniversary year of the show although the year would not be printed on the ribbons. The 4 suggestions are:

- Arteast Annual Juried Exhibition
- Arteast Annual Awards
- Blended Art
- Celebration of Art-east

Boni asked to pull a small team together to review the category definitions and bring the revisions to the next meeting. Dorothy and Carmen will assist Boni.

**7. Trinity Art Gallery - Joyce**

Joyce advised that the original notice went out to members and she has prepared a reminder notice but it has not yet been sent from Tasha. (Maureen and Mary Ann asked if there is a problem with Tasha's email as she has not received or forwarded announcements at times; Carmen will follow up with Tasha.) Joyce has sent a media release to Susan Ashbrook and has jurors, jury and score assistants booked for the show. The next show will be Feb 17- March 23 2011 in Trinity Art Gallery. Mike Taylor has the theme and this information will be made available to members after 2010 show closes.

Joyce is not authorized at Sure Print to charge printing and must pay up front, and provided a list to Carmen of those who are authorized, which Carmen will review and amend. Joyce will talk to Maureen about using her label maker for name tags.

Maureen provided a business card of the piano player, who played at a recent AOE Arts Council reception, as a suggestion for the Trinity Art Gallery vernissage. His fee is \$100. for 2 hours; this expenditure was approved; the piano belongs to Shenkman Arts Centre, and arrangements must be made to tune the piano.

**8. Newsletter - Carmen**

Carmen relayed that Bernard is always looking for articles and photos of interest.

**9. Ottawa Public Library – Metcalfe St. branch – Jackie Ballhorn**

Jackie put forth a proposal to hold a show at the Metcalfe St. branch of the OPL and has signed a contract for the next available opening which is Nov 2010. There is no charge and the library can hold about 20 paintings. Jackie is willing to coordinate this but would like some advice from the current library coordinators and collected their contact information. Jackie will notify the members and accept entrants on an e-mail first come basis.

**10. Grow with Art – Mary Ann Varley**

Mary Ann is completing budget tracking reports of the existing grant and also preparing the new grant proposal which must be delivered on Monday. It was agreed to apply for \$5000.00 for the 2010-2011 program. (see attached Grow with Art Report). In response to Mary Ann's query any reference to future Budding Artist shows will be removed from the grant document as there hasn't been any recent activity.

**11. Storage –Mari**

Mari advised that the storage cabinet is in boxes in Mike Taylor's office and will be installed soon as Mike is in the process of moving offices.

**12. Promenade Arteast - Maureen**

Maureen advised that the Long Serving Volunteers Show vernissage went well and will run from Jan 13th to March 23rd. There are currently 17 paintings on display with 13 artists participating. Joyce had received feedback that previously the paintings were hung too closely together and that this show looks much better !

Isabella showed a sign which she has prepared to hang on Promenade Arteast.

Virginia read from Lindy's report that Mike Taylor was approached again about the lighting and a sign for Promenade Arteast. He has replied that the City is working towards having the sign made within the first year of opening (June 2010) and they are working to provide a new lighting solution for us.

**13. Publicity Contract - Carmen**

As there is a lot on the agenda Carmen will discuss with Joy at a later time any clarifications required to the Publicity contract.

**14. Queen Elizabeth School and Sandy Hill Parent Resource Centre – Joy**

Joy reported on the success of recent events at Queen Elizabeth School and passed around media coverage from local organizations, and provided to Mary Ann for the grant reports. Joy described the next project as a collaboration between Queen Elizabeth School and Sandy Hill Parent Resource Centre to prepare a mural for a large wall. Mary Ann requested that if Arteast artists are to be present for a day at Queen Elizabeth School to provide advance notice for planning purposes.

**15. Queenswood Villa – Diane P**

Diane advised that the next changeover is March 4<sup>th</sup>; she will send a reminder to Tasha and to Jay. She will also ask Tasha to include the contract in the e-mail as it was not included in the Newsletter.

**16. North Gloucester Library - Linda**

Linda indicated that 20 paintings are hanging and is happy to report that Ted sold 2 paintings.

**17. Orleans Library –Mari**

Mari indicated that 18 pieces are hanging, 9 new from 5 artists, and 9 were re-hung. There was a low turnout; the reminder prepared to Tasha was not issued to the membership.

**18. Cumberland Library - Linda**

Linda reported that the paintings were all taken down and picked up until a second round of renovations are completed the end of April. The chains were taken down too, so there is extra effort to reinstall the chains after the reopening.

**19. Blackburn Library- Lynda M**

Lynda advised that at the end of this month paintings will be hung for the Jessie Parker and Robert Arnold show for Feb and March. Then the library schedule is wide open and will hold 11 paintings.

**20. Volunteer Coordinator – Linda D**

Linda advised that she is willing, as tasks necessitate, to call any of the members who said they would help but who require a “call first”. It was decided that the volunteer list should not be posted online.

**21. Adjournment**

The meeting was adjourned at 9:10 p.m. on a motion from Joyce and seconded by Virginia

The next meeting will be at 7:00 p.m. **Feb 16th, 2010** in Lise Roy Meeting Room, AOE Arts Council, Shenkman Arts Centre

## Grow with Art/L'art en herbe Report to the Arteast Executive- Jan. 19<sup>th</sup> 2010

The Grant Application has been drafted and sent out to the Grow With Art Committee and the executive to make corrections and changes. The front piece has been prepared and is here for the signatures. I intend to have the completed document in the mail by Monday January 25 morning. I'll send it registered mail.

\*\* I move that the executive decide on how much money we should request this year. I recommend that we apply for a \$3000.00 minimum grant, as we have applied for a \$5000.00 grant in the past and only received \$3000.00 . There has been some concern that the grant money has to be spent; although we currently have a larger than usual balance, we have many valid projects toward which the balance of the grant money may be directed. We should look at the projected expenses and act accordingly.

- ✓ In addition I feel we could expand the newsletter so that there is room for more bilingual material.
- ✓ Possibly pay an honorarium to our web designer and to our translator and our communications director.
- ✓ We might also consider other ways which we could involve more members in our program.
- ✓ Possibly some gift certificates from Wallacks or Omar de Serres for draws at meetings?
- ✓ Maybe hire a bus and pay for half of it for the field trip to Montreal scheduled for May/ June?
- ✓ Joy suggested subsidizing some students at our workshops?
- ✓ Reducing the cost of the planned workshop to make web sites.
- ✓ Not sure what other costs will be involved with the Queen Elizabeth project and how the plans are coming along for this. But funds should be available for the completion of projects for the current school year.

Linda Dyson has joined the Grow with Art Team and this is very helpful as I am sure both Carol and Robert will agree.

Our meetings are becoming more successful with our new location. And despite the move to Queenswood Heights Community Centre our November meeting had 32 members out to the event. Joy organized some icebreakers and the art exchange auction was well received and lots of fun. The volunteer certificates were presented as well.

Our AGM is January 26, and the program will include our guest speaker, Rosy Somerville presenting **The Colour Black**, as well as our usual agenda for the AGM and the presentation of the new bylaws. We will be back at the Orleans Client Services Centre.

Our speaker, for the May 25 meeting Claude Dupuis has had to back out and therefore we are looking for a replacement.

There has been a proposal to have a workshop to build a website through the OSA Orleans campus. Jeff has given us the details and I have said it would have to wait until late March or April and even May as we are quite busy right now with the Grant and the other workshops.

Enrolment for our two day workshop with Andrea Warren, who will present **Acrylic Possibilities for the Mixed Media Artist is starting well**. I have 8 names on my list and it is growing steadily. We have booked the Queenswood Heights Community Centre for the two days Saturday Feb. 6 and Sunday Feb. 7. The fees will have to be paid on or before Feb. 1, 2010 to the City. (\$142.24) There will also be a fee for Andrea (\$120.00 per person) and we will cover our costs and gain some funds in addition.

Respectfully submitted,  
Mary Ann Varley, Lead Coordinator, Grow with Art/L'art en herbe

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**ARTEAST CONTACTS:**

Telephone Number- 613-692-5120- Joy Rutherford- Information in English  
Telephone Number- 613- 733-5176- Suzanne Beaulieu- Information n French

**MAILING ADDRESS:**

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All Executive Committee meetings will be held the 3<sup>rd</sup> Tuesday of the month in the **Lise Roy Meeting Room, AOE Arts Council, Shenkman Arts Centre 245 Centrum Blvd** from **September 2009 to June 2010 at 7:00 p.m.**

Arteast **General Meetings** will be held on the 4<sup>th</sup> Tuesday of the month **Room 340, 255 Centrum Blvd** from **September 2009 to June 2010 at 7:30 p.m.**

**SUPPLY CUPBOARD:**

In addition to the locked cabinet associated with the Promenade Arteast Wall, a supply cabinet will be purchased and locked in Mike Taylor's office in the Promenade Arteast area of Shenkman Centre. Until such time Executive members will keep the supplies and bring them to Arteast functions/meetings as needed.