

**Arteast Executive & Coordinators' Meeting Minutes  
for Oct 19th, 2011  
Lise Roy Meeting Room - AOE Office, Shenkman Arts Centre**

<b>Present:</b>	Mary Ann Varley	President
	Carmen Dufault	Past President
	Virginia Dupuis	Secretary
	Mari Brown	Promenade Arteast
	Cheryl Mattice	AJAE
	Christina Patterson	Grow with Art
	Maureen Rooney-Mitchell	Promenade Arteast/TrinityArtGallery
	Mira Wasilewska	AJAE
	<b>Regrets:</b>	
	Susan Ashbrook	Budding Artist Coordinator
	Arlette Castonguay	Orleans Library
	Clarisse Cheseaux	Promenade Arteast/Cumberland Library
	Linda Dyson	North Gloucester Library
	Ted Johnston	Member at Large
	Isabella Leveque-Bouchard	Promenade Arteast
	Karen Miller	E-mail Communications
	Diane Patenaude	Queenswood Villa Coordinator
	Bernard Poirier	Newsletter Editor
	Lindy Nadarajah	TrinityArtGallery
	Boni Penna	Arteast Juried Awards Exhibition Coordinator
	Dorothy Zorn	Treasurer

**1. Call to order and welcome**

The meeting was called to order at 7:05 p.m. Mary Ann asked the team to pause to remember the life of Lynda Mathieson and spoke about all the volunteer work Lynda had done for Arteast.

**2. Approval of Agenda**

Adoption of the revised agenda was moved by Carmen and seconded by Virginia. Carried

**3. Approval of minutes from the Sept 20th, 2011 Executive Meeting**

Adoption of the Sept 20th minutes was moved by Maureen and seconded by Mari. Carried

**4. Financial Report – Mary Ann**

Mary Ann read Dorothy's financial report stating a balance of \$11,261.37, not including the grant; to date 112 members have paid fees totalling \$3360.

**5. Committee to find Office Space**

Mary Ann would like to form a committee to set up meetings with various Shenkman partners (OSA, AOE, and Mike Taylor) to discuss obtaining office space for Arteast. Carmen is interested in helping, and Ted has previously offered his assistance. By next summer she would like to have office space for Arteast. Mary Ann has written an article for the October newsletter summarizing the Think Tank plans around incorporating

**6. Arteast Juried Awards Exhibition (AJAE) – Mira and Cheryl**

Mary Ann stated that Lindy prepared a report about the AJAE jurying process for the October newsletter. Mira stated that more time is needed (2 weeks) between the deadline and the vernissage as 90% of the entries arrive in the last 2 days. She feels the submissions must

be done via Word, and the artist statement must be limited to 100 words; also the cheques should be taken at drop-off. Lindy wants one standard for hanging at all Arteast events. Mary Ann will speak to Marion Hall about preparing a set of specifications. Christina will speak to Aline Joanis to ask that a section be added to the January meeting to include a talk about framing and wiring. Cheryl emphasized Lindy's point that a new venue must be found as the moisture is harmful to the artwork, also some are hung too high to be appreciated. Maureen and Mari will approach Mike Taylor regarding the exhibition space in the lower level of Shenkman. The team reported \$61.00 over the requested budget, but Mary Ann feels that when sales commissions are taken into account that we are within budget. Another person will be required to assist Cheryl and Mira to allow Lindy time to deal with family matters.

**7. Promenade Arteast – Maureen**

Maureen reported that the next show is “Artistic Impressions” will feature 20 artists and hang from Oct 26<sup>th</sup> to Jan 11<sup>th</sup>. Norm Goddard has joined the Promenade Team. Lissa Robillard is picking up some Word tasks. Maureen has booked the room for January 28<sup>th</sup> for the take-in for Trinity Art Gallery show. She will have 200 copies of the “Mix of Emotions show” printed for inclusion with the October newsletter. She has e-mailed Claude and the Call for Artists is up on the website.

**8. Newsletter – Mary Ann**

Mary Ann reported that Bernard now has an assistant, Elisabeth Krug, who has a background in graphic layouts.

**9. Grow with Art – Christina**

Christina is pleased with the success of the September Grow with Art meeting – Norman Vorano was a great speaker. Having the OSA representatives as well as door prize added favourably. Christina has written the article on the September meeting and Susan T will write the October article. Mary Ann reminded that the Oct meeting announcement has to go out to the membership.

**10. Outreach Projects- Mary Ann**

Mary Ann reported that Josie will head the 1 1/2 hour francophone project at Ray Friel in November or beginning of December. She has a budget of \$145-\$175 and will do a watercolour Christmas card project and would like 3 francophone artists. Josie is also pursuing another school. Mari is in contact number for her daughter's school for a possible project working with an autism unit. Mary Ann asked Mari to set up a meeting with the principal of the autism unit of the school; Christina will also participate. Mary Ann stated that \$600.00 of the \$3000.00 grant remains to be spent by yearend; the city likes to see outreach projects.

**11. Culture Days – Mary Ann**

Mary Ann reported that although Arteast had several artists doing demos and painting with children, that Culture Days turnout was very small.

**12. Sculpture Show – Mary Ann**

Mary Ann is preparing a proposal for an Arteast sculpture show in the Shenkman Arts Centre sculpture cabinet for the month of November. She expects about 15 pieces to be on display

including pieces from two new members. Mary Ann delivered a proposal to AOE Arts Council for the executive show in 2012-2013 and will learn the outcome on Nov 4<sup>th</sup>.

**13. Cumberland Library – Mary Ann**

Mary Ann reported that Clarisse Cheseaux will assist Aline Joanis.

**14. Blackburn Hamlet Library – Mary Ann**

Mary Ann reported that Pari Zati and Josie will handle Blackburn Library, but would like someone to handle the press releases and any writing . Linda is considering assisting.

**15. Volunteer Coordinator-Mary Ann**

Mary Ann would like someone to replace Linda as Volunteer Coordinator. Let's all please think seriously about taking on the important position of Vice President. Perhaps a discussion would be useful at the potluck to explain the various roles and responsibilities.

**16. Varia – Carmen**

Carmen has asked Claude if an archive area can be created on the website. Claude can do this and make it available to the public; the archives will be divided into section similar to the active areas of the website; it would be up to each coordinator to advise Claude of what is to be moved to the archive. Mary Ann noticed a few corrections required on the website and will pass this on to Carmen to advise Claude.

**17. Adjournment**

The meeting was adjourned at 8:58 p.m. on a motion from Maureen and seconded by Cheryl.

**Next meetings:**

The next meeting will be at 7:00 p.m. **Nov 16th , 2011** in 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- 824-3237 Carmen Dufault- Information in French

**MAILING ADDRESS:**

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

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 2011 to June 2012 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 2011 to June 2012 at 7:30 p.m.**

**SUPPLY CUPBOARD:**

In addition to the locked cabinet associated with the Promenade Arteast Wall, a supply cabinet which houses Arteast archives is located behind a locked door in an area off Trinity Art Gallery with the key available from Mike Taylor.