

**Arteast Executive & Coordinators' Meeting Minutes for Sept 18th, 2012**  
**Lise Roy Meeting Room, Shenkman Arts Centre**

**Present:**

Mary Ann Varley	President
Josie de Meo	Vice-President/Volunteer Co-ordinator/St Laurent Complex
Carmen Dufault	Past President
Rosalind Wong	Assistant Treasurer
Virginia Dupuis	Secretary
Ted Johnston	Member at Large
Elisabeth Krug	Gloucester Library/Newsletter
Cheryl Mattice	AJAE
Maureen Rooney Mitchell	Promenade Arteast/TrinityArtGallery
Christina Patterson	Grow with Art
Bernard Poirier	Member at Large
Helen Rosseau	Webmaster

**Regrets:**

Susan Ashbrook	Budding Artist Coordinator
Mari Brown	Trinity Art Gallery
Arlette Castonguay	Orleans Library
Clarisse Cheseaux	Promenade Arteast/Cumberland Library
Christine Gendron	North Gloucester Library
Isabella Leveque-Bouchard	Promenade Arteast
Karen Miller	E-mail Communications
Mira Wasilewska	AJAE
Dorothy Zorn	Treasurer

**1. Call to order and welcome**

Mary Ann called the meeting to order at 7:05 p.m.

**2. Approval of Agenda**

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

**3. Approval of minutes from the June 19th, 2012 Executive Meeting**

Adoption of the June 19<sup>th</sup> minutes was moved by Ted and seconded by Helen. Carried

**4. Financial Report – Mary Ann and Rosalind**

Mary Ann read Dorothy's report of Sept 4<sup>th</sup> stating a bank balance of \$13,490.23. Rosalind stated that an additional \$1010. should be added to the bank balance from commissions and membership renewals, with a total of 189 members paid to date.

**5. Think Tank and Incorporation- Mary Ann and Ted**

Mary Ann stated that we will hold a Think Tank on Saturday October 20<sup>th</sup> or 27<sup>th</sup>. Ted stated that we should think about who might want on the Board of Directors and that it may be useful to approach the Orleans Chamber of Commerce for a nominee. Bernard advises that we think about types of contracts we may require formalized.

**6. AJAE –Cheryl**

Cheryl reported that there were 46 entries this year, down from last year, in part due to the restriction of one entry per artists. Cheryl is awaiting a master list of the entries from Mira. EMC newspaper has contacted Cheryl, asking for jpegs for publicity. Cheryl has just concluded a meeting with Maureen, Virginia and Maryse regarding take-in and jurying with

matters all finalized. Cheryl has prepared certificates and has a gift certificate for Best in Show, and has door prizes. Cheryl will arrange for refreshments for the jurors and take-in team. There are some 3-d entries and Cheryl says there is a showcase for sculpture. Josie will bring the hardware kit and extra colour-coded dots for identifying the artwork.

**7. Promenade Arteast – Maureen**

Maureen reported that from the previous show “My Choice” there was 2 sales – Joanne Beaubien \$495. (commission \$74.25) and Sue Porter \$720. (commission \$108.) The current show “Captured Moments” has 18 works of art. New member, Monique Miller missed the drop-off time frame and Maureen offered her a spot in the January show. There was a conflict at the drop-off with another member unwilling to accept the requirements for correct wiring and framing. An exception and correction to the wiring was made. The 2011 AJAE Winners show runs Oct 25<sup>th</sup> to Jan 8<sup>th</sup> 2013, with a vernissage of Oct 28<sup>th</sup>. Of 32 artworks 24 will be hung. Honourable Mentions were not included. Maureen asked for agreement to combine the vernissage from the January show with the Trinity Art Gallery vernissage and to confirm if we will continue to have A’Chord Est at vernissages. Agreement was given on both points.

Mary Ann advised that she has prepared and signed a contract for Promenade Wall with Mike Taylor. Initially for 6 months, the contract will be renewed annually in January. When we have a sculpture cabinet it will be include in the contract. Mike reminded Mary Ann that we are not to be charging artists for using the wall; we will have to keep an eye on this if considerable income is generated from commissions. Josie is leaving the Promenade Team. Maureen reported on the Trinity Art Gallery show, Mosaic, which will run Feb 14<sup>th</sup> to March 19<sup>th</sup> 2013. Maureen has updated the application form and sent to Elisabeth for the October Communique; Maureen will also have printed copies for the Grow with Art meetings. She has booked the room for January 19<sup>th</sup> take-in. Mari and Lindy will handle the jury wrangling. The drop-off will be Feb 13<sup>th</sup> with a vernissage Feb 17<sup>th</sup> (combined with Promenade Wall). The pickup will be March 20<sup>th</sup>. Maureen will send the application forms to Helen for the website.

**8. St Laurent Complex shows - Josie**

Josie reported that at the current show “Autumn Mix” Carmen sold a painting. The takedown will be Sat Sept29th at 10:00 a.m. Josie and Beata are arranging a Holiday Mix Sale, limited to 2 pieces per artists of no more than 12” x 12” framed. The show will commence when AJAE comes down the end of November and will run for 2 months December and January. Any sales will take place immediately. A budget of \$250 was approved for this show. Josie will promote the libraries in the publicity she does for the Holiday Mix sale, and will have promotional cards and other publicity. Josie will put out a call to artists for Member shows which will resume in Jan-Feb and March–April. Jane Cass is doing publicity and it is going well.

**9. Nuit Blanche - Josie**

Josie provided an update on Arteast involvement in Nuit Blanche. Arteast will be running a Kids Zone at Parkdale Market, painting 3 36 x 36 murals from 6:00 to 8:00 p.m. and has the volunteers required. She will arrange to have the finished murals shown at St Laurent Complex and the libraries.

**10. Website – Helen**

Helen reported that the domain name registration has been changed from Mike Taylor to her name. She will follow up to move the domain registrar to Sibername who host our website. Helen advised that web pages are updated and she has created a new page for St Laurent Complex. Elisabeth is sending Helen photos from her history of Arteast project. Helen asks coordinators to send updates for the calendar. Mary Ann asked for a link on Membership info to pull up the application form. Helen will add a link. Helen has not received the electronic form of the membership brochure. Mary Ann will arrange to send it to her.

**11. Newsletter – Elisabeth**

Elisabeth reported that the newsletter is 16 pages plus inserts from Maureen and the Grow with Art brochure. She will send it to Sure Print his week. Joie will pick up the newsletters from Sure Print. Elisabeth will send a pdf of the newsletter to Helen for posting. It was suggested to add a section on future newsletters that one can use to opt out of printed copies. Josie will e-mail updated volunteer contacts to Elisabeth.

**12. Grow with Art- Christina and Mary Ann**

Mary Ann reported that due to a mix-up she does not currently have a speaker for Sept 25<sup>th</sup> meeting and if cannot get anyone she will give a presentation. Susan Ashbrook is lined up to do a Michael Wilcox fundraiser. A visit to the National Gallery is set for the end of November and Dr Laura Brandon will speak at the October meeting. Christina asks us to think about ideas for the November Pot Luck.

**13. Marius Barbeau School - Josie**

Josie reported that she has Marius Barbeau school project (300 kids, 10 handicapped) set for Dec 17<sup>th</sup>. She needs francophone members.

**14. Culture days – Mary Ann**

Mary Ann has prepared a proposal for Culture Days Sept 30<sup>th</sup>; from 1:00 – 3:30 artists will paint from photos, and using photos in artwork; she need 3-4 volunteers- she has Carmen, Pari, Josie, Maureen, Carmel Brisbois.

**15. Libraries**

Elisabeth reported that there were 7 artists with 15 paintings hung at North Gloucester Library. Josie reported that Francine Stolz will be taking over Blackburn Library. Pari will be having a show October-November.

**16. Volunteers - Josie**

Mary Ann will send the volunteer template which Linda Dyson had prepared to Josie, Josie will keep it up-to-date and send to Elisabeth and Helen as needed.

**17. Varia**

Carmen has received several quotes on a pop-up sign for Arteast. – Sure Print \$375, Sotek \$240. Helen had recommended Sprint Graphics; more estimates will be gathered in October. Ted relayed info from a letter he received from Jonathon Palmer of 2vuart about uploading artwork for date. It was not felt secure in terms of artistic ownership.

**18. Adjournment**

The meeting was adjourned at 8:57 p.m. on a motion from Carmen and seconded by Josie.

**Next meeting:**

The next meeting will be at 7:00 p.m. **Oct 16th, 2012** 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 2012 to June 2013 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 2012 to June 2013 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.