



OTTAWA ART ASSOCIATION

Minutes of Annual General Meeting
Tuesday, June 14, 2016 – 7:00 pm
3rd Floor, Heron Road Community Service Centre
1480 Heron Road, Ottawa

Verification of quorum: A quorum was confirmed and the meeting convened at 7:00 pm. The Chair and Secretary sat at a table facing the audience. There were 15 members in attendance.

Approval of Minutes: The minutes of the May 10 Executive meeting were circulated in advance of the meeting. These were approved on a motion by Pat, seconded by Doreen, and carried.

President's Report:

Elaine affirmed that she is moving to the position of Past President. She will be available to help whoever steps up to the position of President. Chij Chag, a new member in attendance with a thick accent, expressed a desire to be President. Elaine suggested she read the job description posted on the website and get back to her if she still wishes to serve as President.

The positions of President, Vice-President and Program Coordinator remain vacant. There was no contest to the remaining positions and the individuals identified below will therefore continue to serve in their respective capacity:

Past President	Elaine Boivin
2nd Vice-President	Chris Tinkler
Secretary	Francoise Ferguson
Treasurer	Roger Sutcliffe
Assistant Treasurer	Doreen Dyet
Membership	Betty Sullivan
Newsletter Editor	Susan Clément-Beveridge
Gallery Coordinators	Diane Bertrand & Elvi Edwards
Web Master	Stéphane Moreau

Secretarial note: A few days after the meeting, Pat Hendry informed Elaine and Françoise that **Jay Anderson and she (Pat Hendry)** are prepared to share the role of Program Coordinator.

Web Master Report:

Elaine confirmed that the old website gallery has been shut down. There was only one member whose gallery membership carried beyond the May shut down date. Going forward with the new platform, Stéphane will post important information and dates as soon as the information is provided to him, i.e. information about upcoming speakers, sales at OLT, etc.

Treasurer's Report:

Doreen reported that the Auditor has found no errors of accuracy in the financial data provided for review. The financial statements fairly represent the business activities of the Ottawa Art Association for the fiscal year ending August 31, 2015.

The auditor did make a couple of recommendations:

- That we confirm OAA's not-for-profit status with CRA.
- That we improve the manner in which we report the flow of financial information. Roger and Doreen will work this out. The purchase of a suitable accounting program may be considered.

Roger provided a breakdown of revenue versus expenses for the year ending August 31, 2015:



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Total revenues.....	\$21,212.21
Total expenditures.....	\$18,665.61
Excess of revenues over expenditures	<u>\$ 2,546.60</u>

Bank balance	\$ 6,175.72
GIC investment as of June 30, 2016.....	\$17,503.18
Total assets	<u>\$23,678.90</u>
Liabilities (prepaid memberships)	\$ 2,185.00
Net assets	<u>\$21,493.90</u>

Speaking to end of April 2016 results, Roger highlighted the following figures:

Income	\$10,461
Membership revenues	\$ 2,500
OLT art sales	\$ 8,654
Current year deficit	(\$1,184)
GIC investment	\$17,636
Bank balance	\$4,500
Net assets	\$22,070

With respect to OLT sales, Roger pointed out that it actually looks like we are getting more money than we really are because the total income of \$10,461 does not take into account the \$6,064 paid out to the artists. Also not captured are expenditures reported at the time of purchase that should be accrued over future years of usage, e.g. \$500 on ribbons for award show.

The launching of the new website gallery has had an impact on revenues. The majority of members who used to pay \$30 to post their images on the OAA gallery are now taking advantage of the new format, which allows for 10 images at no cost. Only a few members have opted to pay for additional images, hence the reduction in revenues.

Newsletter Editor's Report:

Susan, our new Newsletter Editor, has received very positive feedback on the enhanced appearance of the Newsletter. With respect to one member who requested an MSWord version of the document because she was not able to open the pdf version, it was suggested she be informed that she can download a pdf application for free and if she doesn't wish to do that she can ask a friend to print it for her or request a hard copy. Volunteer positions are hard enough to staff; complicating their jobs with individual requests should not be expected.

Gallery Coordinator Report:

Elvi Edwards and Diane Bertrand were pleased to report that the OLT hanging process is running smoothly with more volunteers. Elvi inquired about the schedule for the coming year. Elaine is awaiting confirmation of the proposed schedule by the OLT representative. She will email the schedule to Elvi as soon as it is available. As well it will be posted on the website.

Membership Report:

Betty reported in an earlier email that the OAA currently has 177 members. Overall membership is down from last year by about 20%.

Speaker/Presentation Schedule:

Chris Tinkler has suggested Andrea Warren, a representative of Golden products, as a possible speaker for a future presentation.



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Pat Hendry thanked the participants for their tremendous response to the recently launched on-line survey. So far, approximately 1/3 of members have responded. There was a small glitch in the survey but it did not really skew the results. Reporting on feedback, Pat identified two major issues:

- Whether this Community Centre is the appropriate venue for OAA meetings and presentations.
- How can we peak the interest of members to garner greater participation at presentations.

The following findings came to light:

- A lot of people care deeply about OAA even if they don't attend meetings.
- Reasons for not attending meetings: too busy, too far, don't like venue, no info.
- Almost everybody was very keen on hanging paintings at the OLT.
- The ability to post images on the website is appreciated by many.

Clearly, some areas need to be improved, primarily informing members about what's coming up. Information is not being transmitted to people in a timely manner. Many people are saying they are new to art and would like to network. Networking is a component that our present format does not provide. Also people are keen on learning through demos (80+%) and critique nights (60%).

Gleaning from respondents' comments, Pat believes that improving communication to our membership could build back participation. Pat will provide a more conclusive report once she's collated all the responses. The Executive will review the findings, explore viable options, and report to the membership through its fall Newsletters. All agreed Pat has done an excellent job with the survey.

Things we could focus on at this time: linking up with other art groups, exploring other locations, starting with the City of Ottawa since rental of their facilities is usually cheaper. Elaine undertook to check with the City of Ottawa.

Lastly Pat explained that turn around time made it impossible for the 10 members who do not have an email address to participate in the survey. Sending paper surveys would have significantly increased the level of complexity. Members who do not have online capability and really want to participate should simply visit a friend who has email.

Other Business:

Mary Ann acknowledged that the Executive, and particularly Elaine, has worked very hard for the membership. A hand of applause ensued.

Adjournment: At 7:50 pm there was no further business to discuss and the meeting was adjourned on a motion by Doreen, seconded by Roger, and carried.

Françoise Ferguson
Secretary