



OTTAWA ART ASSOCIATION

Minutes of Annual General Meeting

Tuesday, June 12, 2018, 7:00 pm
Sandy Hill Community Centre
250 Somerset Street East, Ottawa

At 7:00 pm the President called the meeting to order. She welcomed the attendees and introduced the members of the Executive.

Present: Carole Brazeau (President-Chair), I-Ping Chiang (Treasurer), Pierre Cloutier (Web Assistant), Susan Clément-Beveridge (Newsletter Editor), Pat Hendry (Programme Coordinator), and Françoise Ferguson (Secretary)

Regrets: Doreen Dyet (Assistant Treasurer), Betty Sullivan (Membership Coordinator), Mozhdéh Mehrafarin (1st Vice-President), Tashi Marouf (2nd Vice-President), Chela Villate (Gallery Coordinator), Janet MacKay (Trophy Coordinator)

Agenda: An error on the Agenda was noted and corrected, i.e., “3. *Election of 2018-2019 Executive*”.

Approval of 2017 AGM Minutes:

The minutes of the 2017 AGM meeting were posted on the website and sent by email in advance of the meeting. **No errors were noted and the minutes were approved on a motion raised by Carol Brodtkin-Sang, seconded by Pat Hendry, and carried.**

Election of 2018-2019 Executive:

As a preamble, Carole explained that the Executive had great difficulty finding a Treasurer to replace Roger Sutcliffe who stepped down last September. In late October I-Ping Chiang, a graduate from Ottawa University, Accounting, was recruited through Charity Village, an organization that not-for-profit organizations go to to find volunteers. She was interviewed and found to be very qualified for the job. Given she was not a member of OAA, the Executive granted her honorary membership, a decision that has to be endorsed by the membership. **The motion was raised by Pat Hendry, and seconded by Mary Ann Varley that I-Ping Chiang be granted honorary membership. Motion carried.**

Carole sought approval of the Executive’s recommendation that OAA increase its web presence by opening a FaceBook account. OAA will, as do many other organizations, use FaceBook to inform, promote and display OAA events. A survey of potential candidates for a new position as Social Media Coordinator was carried out and Natalie Passmore has graciously agreed to serve in that capacity. **A motion to open a FaceBook Account and to appoint Natalie Passmore as Social Media Coordinator was raised by Mary Ann Varley, seconded by Susan Clement Beveridge and carried.**

Lastly Carole noted that for many years the two “Member at large” positions have brought no value to the Executive and they are therefore being abolished.

Carole identified incumbents up for re-election and new members standing for election to fill the vacancies. **There being no contestants from the floor, the proposed slate of nominees was approved on an omnibus motion raised by Margaret Carver, seconded by John Archer and carried.**

- **President** - Tashi Marouf (elected to replace Carole Brazeau)
- **1st Vice-President** - Mozhdéh Mehrafarin (re-elected)
- **2nd Vice-President** - Mark Pinner (replacing Tashi Marouf)
- **Treasurer** - I-Ping Chiang (honorary member, replacing Doreen Dyet)
- **Membership Coordinator** - Linda Dyson (replacing Betty Sullivan)

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- **Programme Coordinator** - Carol Brodtkin-Sang (replacing Pat Hendry and Jay Anderson)
- **Newsletter Editor** - Susan Clément Beveridge (re-elected)
- **Gallery Coordinator** - Nadine Cheney (replacing Chela Villate)
- **Assistant Gallery Coordinator** - Diane Bertrand (re-elected)
- **Web Designer** - Pierre Cloutier (re-elected to a broader role)
- **Secretary** - Françoise Ferguson (re-elected)
- **Social Media Coordinator** - Natalie Passmore (elected to this new position)
- **Trophy Coordinator** - Janet MacKay (not an elected position)
- **Past-President** - Carole (not an elected position)

Secretarial note: Linda Dyson has regrettably informed us that she will not be able to continue as Membership Coordinator. Natalie Seymand-Chaunard has volunteered to accept the position, starting late September.

Revised Constitution:

Asked to expand on the proposed changes, Françoise referred to the following more significant revisions:

- Section 3 - provides a brief description of responsibilities for the various positions
- Section 4 - allows for longer terms of office
- Sections 12, 13, 14, and 15 - have been revised on the recommendation of the auditor
- Other changes were made to bring clarity to the intended meaning.

The motion to approve the proposed changes to the Constitution was raised by Carol Brodtkin-Sang, seconded by Pat Hendry, and carried.

President's Report:

Award Shows: Our fall and spring award shows were very successful and well attended with approximately 60 exhibitors and 80 guests on awards nights. We enjoy the continued support of DeSerres, Select Fine Art (St-Joseph Blvd in Orleans) and Art World One (Ogilvie Rd in Gloucester). We've also acquired two new sponsors—Flowerainbow and Kelseys. All provided door prizes for our spring award night. Retaining sponsors is a practice we plan to continue for future award shows.

Ottawa Little Theatre: For many years, OAA has been displaying its members' artwork and hosting award shows at the Ottawa Little Theatre. Regrettably, two weeks ago, Carole was informed that the OLT will be "de-corporatizing and going back to their roots". An urgent meeting was set up with Geoff, Director of OLT, to determine what this meant for OAA. Their end goal was to reclaim their wall space for the display of photos depicting theatre plays going back to their roots (100 years' worth). Through assertive negotiations Carole and Françoise were able to get Geoff to agree to let us retain 1/3 of our current wall space, that is the Janigan Studio and the staircase leading to it. They will provide signage and improve the lighting. Consequently, this will only allow us to display 30 or so paintings. New venues are arduously being explored, including among others: GCTC, Ottawa School of Arts, Saint Brigids Centre for the Arts, All Saints, etc. The latter is a historic church in the Sandy Hill area that is currently being renovated and re-imagined as a destination for special events - allsaintsottawa.ca. A proposal has been drafted and will be delivered to the administration of All Saints for their consideration. We will keep our submission dates at the OLT (handout provided) through the coming year but we will have to find a new venue for our award shows. If we cannot find a new venue before the end of summer we will cancel the Members' Choice Award scheduled for November and replace it with a special monthly presentation at Heron Community Centre. Mary Ann suggested The Heron Community Centre Gallery as a possible site to consider.

New rules for OLT submissions will be posted on our website and a notice will be sent to our members prior to the September 8 submission date. There are two important changes: maximum painting size will be 36" x 36", including frame, and only one piece per member can be submitted.

Another change with respect to the OLT is the pickup date for the paintings currently on display. The July 7 submission date has been cancelled. All artwork that was submitted last month will need to be

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collected on July 28 between 10:00 am to 10:30. OLT will be closed through August. We will resume our OLT submissions on September 8.

New venue for presentations: Parking has been an ongoing problem here at the Sandy Hill Community Centre. Many members have voiced their concerns. Having visited several other centres, Carole and Tashi have concluded that returning to Heron Community Centre would be a wise move. Starting in September our meetings and presentations will be held at the Heron Community Centre on the **third Tuesday of the month**. A handout of presentation dates was available and will be posted on our website.

Website: The Executive has spent much time discussing ways aimed at improving our website and increasing our web presence. Currently under consideration are: branding of the OAA website, monetizing it, and also promoting our Association through FaceBook. Carole invited Pierre to expand on these topics in his report later during the meeting.

Treasurer's Financial Report:

The Auditor's report from the review of OAA's financial results for the fiscal year 2016/2017 was provided as a handout (filed with the minutes and available upon request). The report states that no material errors of accuracy were found in the data provided and the financial statements fairly represent the business activities of the Ottawa Art Association for the fiscal year ending August 31, 2017. The previous audit's recommendation that OAA confirm its Not-for-Profit status with CRA having been complied with there is no recommendation resulting from the 2016/2017 audit.

Expanding on the relevant statement of operations, I-Ping explained that two major sources of revenue are membership fees and hanging fees. The large OLT revenue of \$9,235.00 represents the sum total of all paintings sold through the OLT and that amount is completely countered by expenses of \$7,849.75 paid out to the artists and \$1,385.25 representing the 15% commission paid to the OLT. With total revenues of \$14,181.16 and expenses of \$14,913.72, the 2016/2017 fiscal year closed with a net income **deficit** of \$732.56. Notwithstanding, the Association was financially secure with a bank balance of \$2,534.48 and GIC investments of \$17,911.01, translating into total assets of \$20,445.50. I-Ping invited questions from the floor; there were none. ***The Financial Report was approved on a motion raised by Pierre Cloutier, seconded by Mark Pinner and carried.***

Web Coordinator's Report

Noting that his first year as web assistant has been devoted to examining OAA's website infrastructure, Pierre identified the pros and cons of the Drupal content management system that the Association operates under. Members can update and manage their personalized web page; any major web site infrastructure changes must be done by a more knowledgeable web developer familiar with the Drupal system and within the constraints and capabilities of the system. As web assistant supporting the Web Coordinator, Pierre's role was to help with the updates to the website and to make changes as requested by the Executive in a timely manner.

The Executive has expressed a desire to better "brand" the OAA website to make it more dynamic and appealing to our patrons and members, and possibly monetize it, i.e., making it possible for artists to sell their paintings on line. Efforts to brand the site, possibly through a hybrid solution, are being explored within the constraints of the Drupal content management system and the limited resources available to make such changes. Our biggest impediment to creating a more dynamic website is finding the expert resources familiar with Drupal to tackle very large infrastructure changes and the necessary financial cost such an undertaking would entail. Pierre undertook to keep the members apprised of progress made in this endeavour.

In response to a query by Irene Abedrapo it was clarified that members are eligible to open their personalized gallery page to showcase their artwork. The first 10 pictures are free and for an additional \$30 fee members can post 30 additional paintings. The required forms to open the complimentary page and the additional page are accessible through the OAA website. The form goes to I-Ping who then sends it to the webmaster for processing.

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It was noted that the Webmaster does not have his own OAA email address. He will soon have one.

Membership Coordinator's Report

Susan has been wearing two hats since December 2017—as Newsletter Editor and as Membership Coordinator covering for Betty Sullivan. She reported a total of 167 members at this time.

A recommendation by the Executive that the two-year membership fee be increased from \$40 to \$50 was tabled. The proposed increase was found to be reasonable and in line with other associations, very few of which have a two-year payment option. ***The motion was raised by Mark Pinner and seconded by Carol Brodtkin-Sang that the two-year membership payment option be raised to \$50. One year membership remains at \$30. Motion carried.***

Susan noted that a new member has on his membership form indicated a willingness to serve on the Executive. However, this member did not provide an email address. It was agreed that all members of the Executive must have an email address. As suggested by Susan a clause stating that if you want to serve on the Executive you need to have an email address will be added to the membership form. A clause to that effect will also be added in the constitution and on the website.

This led to discussion of members who require a paper copy of the Newsletter because they do not have a email address. Currently there are eight members to whom the Newsletter is sent by regular mail. The cost of mail-outs was discussed. It was surmised that as time goes by this number will decrease. However, if the number of members requesting paper copies of the Newsletter should increase to 10, a small yearly fee might apply, a decision the Executive will have to make. It was suggested to Susan that she include a note when mailing out the Newsletter asking they let her know if they have an email address.

Programme Coordinator's Report

Carol spoke briefly about her plans for the coming year. She wants to add variety to our presentations, a combination of traditional, non-traditional experimental techniques, possibly a critique night where each of us would bring a painting done around a critical time in our life, etc. A preview of upcoming presentations will be posted on the website and in the Newsletter.

Other Business

Carole was commended for all her hard work and was presented with a bouquet of flowers. Highlighted were her relentless and successful efforts to confirm OAA's not-for-profit status and to manage difficult expectations and negotiations with the Ottawa Little Theatre. Carole is confident that Tashi will do an excellent job as President and she committed to working with her, helping her as much as she can.

Adjournment:

At 7:45 pm the meeting was adjourned to allow for the start of our critique segment, on a motion raised by Pat Hendry, seconded by Margaret Carver and carried.

Françoise Ferguson, Secretary