

**Minutes of the GRC Gallery Public Meeting
Held on Monday June 2nd, 2008
Stittsville Library**

Present

Sue Perley Robertson
Bev Ashford
Bernice Wills
Susan Bicket
Josie Braden
AnaMaria Rutenberg
Cathy Ivory
Jeanette Loh

John Madden
Judy Dana
Aud Karin
John Whitney
Ross Connor
Lorna Lane
Cheryl Brink

Louise Barker
Cindy Jackson
Vera Van Barren
Donna Wiegand
Peter Jackson
Robert Webster
Michael Perley Robertson

Apologies

Gerald Smith
Sue Flockton
Anna Funnekotter
Amy Walker
Councilor Qadri

Agenda

See attached pdf file with these minutes.

Previous minutes

The minutes of the previous meeting (May 26th) were accepted.

Introduction

The meeting opened at 6.35pm. Sue Perley-Robertson was the meeting chair. Sue introduced the executive and explained that voting at meetings is restricted to paid up members and the executive.

1. Review of Committees Formed

Louise went through the committees identified in the current handbook that need staffing and chair persons. The following people volunteered:

Membership Committee

Bev Ashford and Susan Bicket (Co-Chairs)
Tom Matthews
Jeanette Loh

Exhibition Committee

Josie Braden (Chair)
Sue Flockton
Jen Flemke
Ana Maria Rutenberg
Shokooh Salahi
Jim Walker
Vera Van Baaren

Gallery Sitting Committee

Judy Dana (Chair)
Peter Jackson
Margaret Wall

Publicity

Aud Karin Sund (Chair)
Robert Webster (co-chair)
Anna Funnekotter
Amy Walker
Bina Mirza

Sponsorship/Special Events Committee (No Chair - Committee inactive until further notice)

Robert Webster
Denise Noonon
AnaMaria Rutenberg

Louise asked if everyone agreed with their roles. There were no objections or questions from the floor.

2. Not for Profit Status

Cindy gave an update on the status our "Not for Profit" (NFP) standing and incorporation. The incorporation process requires at least 3 named directors, but we currently have 4. They are Sue Perley-Robertson, John Madden, Louise Barker and Cindy Jackson. Directors can be amended as set out in the Associations by-laws. The NUANS (a computerized search system that compares a proposed corporate name or trademark with databases of existing corporate bodies and trade-marks) search has been completed and the title "Ottawa West Arts Association" is a permitted name.

There was a discussion concerning the City of Ottawa web site in that it is unclear in some sections as to whether incorporation is really required in order to obtain access to city funds. Sue has asked Tessie Boretos for clarification.

It was also decided to move immediately and secure the internet domain name www.owaa.ca. Amy will be asked to proceed with this.

3. Treasurers Report

Cindy confirmed that the association now has a bank account and 11 members have contributed \$30 (to be offset against final membership fees) and that there are 3 signatories to enable deposits and withdrawals to be made.

3.1. Total collected

Deposits
11x\$30=\$330

3.2. Expenditures

\$155 for incorporation
\$45 for NUANS search
\$4 for receipts book.

Cindy also announced that Councilor Shad Qadri has pledged a one-time payment of \$300 from his office budget towards the launch of the association. The announcement was well received.

Lorna Lane asked what the membership fee covered. Sue pointed out that this could be better answered once the current setup process was completed but in general, the membership fee allowed participation in the Association, the right to vote", the right to hang on the exhibition walls and to enter Association events.

There were no further questions.

4. Website

No update, as Amy was absent but as previously noted, it was agreed to proceed immediately with registering the domain name www.owwa.ca

5. Members Handbook

Sue outlined the process of writing the handbook and stated that we are basing the Associations document on that from like organizations.

Louise went through the proposed contents of the handbook (membership, committees, roles and responsibilities, sitting duties etc). Each Association member will receive a handbook and a copy of the by-laws. Completion of the handbook is targeted for June 30th 2008.

There was a discussion around the costs of a juried show. AnaMaria and Bev Ashford gave some more background on how a juried show would work. The fee paid by members (separate from membership dues) for a juried show goes to cover jury expenses. There is a risk that a member may not have their work selected by the jury, but feedback is provided and the fees are usually low.

6. By-laws

6.1. By-laws Preparation

Incorporation requires that the Association have a set of agreed by-laws. Sue stated that the executive would draw up the Association by-laws and present them to the general membership. Again, by-laws from similar organizations to the Association will be used as a reference.

6.2. By-law completion date

The completion of the By-laws is dependent on feedback from Tessie Boretos (on the previously mentioned issue of confusion on the City of Ottawa website)

6.3. Quorum

The issue of quorum was discussed. An initial number of 3 (for the 4 executives and 3 committee chairs combined) were suggested but this was thought to be too small.

A quorum of 5 was generally accepted.

For General meetings, the quorum level had to be carefully chosen so that meetings could be properly constituted and reflect the will of the general membership but not require such a high number of attendees that a quorum would be unlikely.

Josie B pointed out that as our membership itself was not settled, it would be too difficult to set a quorum number now. She suggested that motions be deemed passed if unanimously accepted at meetings and deemed to have fallen if a vote is split, until a quorum number is settled on. This was agreed to.

7. Logo

7.1. Logo Deadline

While no decision was taken on any design, it was recognized and agreed that we need to vote on a logo design by July 7th.

Robert Webster, John Madden and Jeanette Loh submitted logos (see later)

7.2. Logo Drop-off

Sue suggested that any logo submissions could be dropped off at Art Mad by June 30th.

8. Wall Space

8.1. Discussion of Name

Sue pointed out that while we have an "exhibition space" (2 walls in the GRC) the name of that space could still contain the name "gallery". The following names were suggested

Sue: "GRC Gallery"

Aud Karin: "The Stittsville Pinacothek"
"The Goulbourn Pinacothek"
"Our new Art Space"

Peter Jackson: "West Wall Gallery"
"Genesis Gallery"

Robert: "Art Oasis"

Bernice: "West End Gallery"
"WEG"

Bev: "Shea Gallery"
"Stitts Gallery"

Josie: "West Gallery"
"Gallery West"

AnaMaria "Art Forum"

Louise: "West Wall"
"The Wall Galleries"

The vote on the final name will be held at then next open meeting.

9. Review Timelines

The timelines listed by Tessie at the last meeting were quickly reviewed.

The June 30th NFP registration still looks OK as long as Tessie comes back to us quickly. No additional action was thought necessary.

10. Next meeting

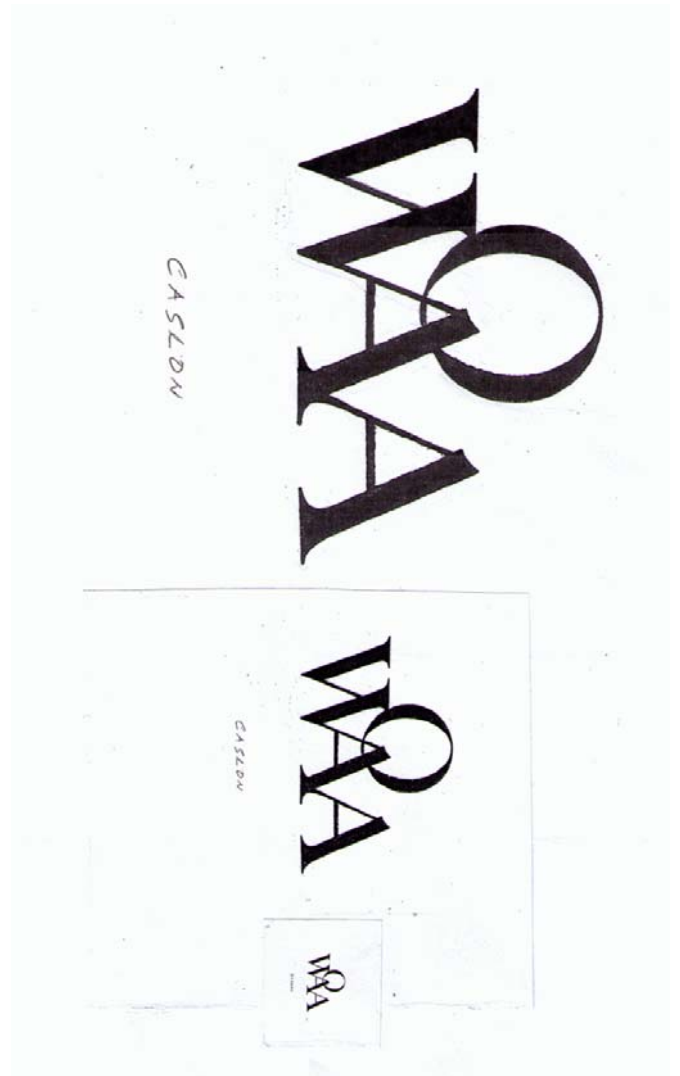
The next executive meeting will be held on June 9th in the library @6.30pm

The next open meeting will be held on June 30th. Robert will ask if a room at Browns YIG is available.

The meeting closed at 8.05pm

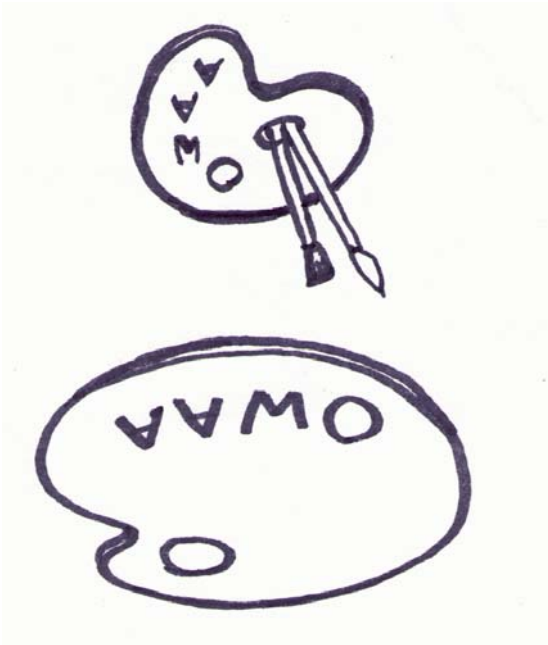
Submitted Logos

Tom Mathews



OWAA

Beesknees ITC



Vera Van Baaren

Aud Karin Sund

Robert Webster



benguiat bk bt



kabel dm bt



paprus

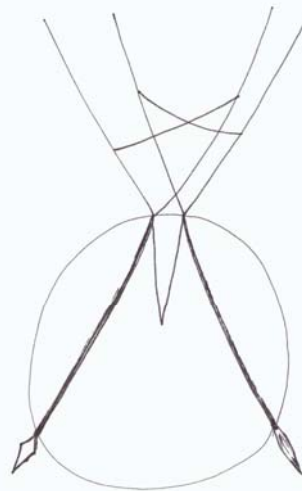


staccato555 bt

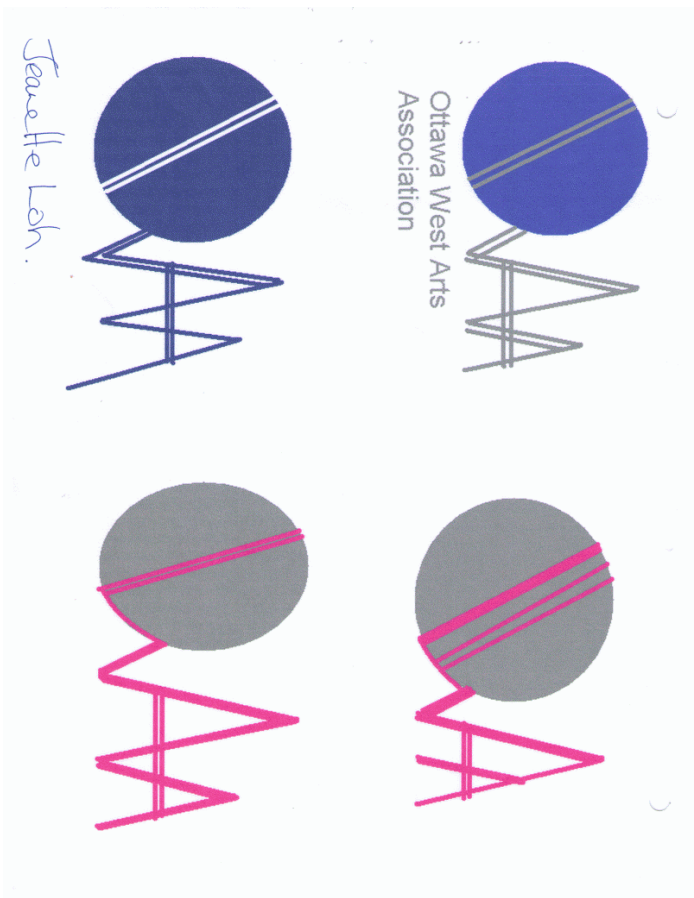


chiller

any



Jeanette Loh



John Madden

