

ART GALLERY OF NORTHUMBERLAND

Meeting of the Board of Directors Thursday, May 27, 2021 via Video Conference at 7:00 p.m.

Engaging People with Art!

Executive Committee:

Michael Maynard, President and Chair; Astrid Richardsen, Vice-President; Mary Donaldson, Past President; Frank Godfrey, Treasurer; Sarah Jacob, Secretary

Directors: Ken Bagshaw; Dimitri Papatheodorou; Ken Solilo; Sheila Drew; Astrid Richardsen; Cynthia Reyes

Staff: Olinda Casimiro, Executive Director

Recording Secretary: Jodi Ware-Simpson

Regrets: Councillor Adam Bureau

1. **Welcome**

The Board Meeting was called to order at 7:00 pm by the President.

Olinda noted that Cynthia Reyes would be joining the meeting about 45 minutes late.

Councillor Adam Bureau sent his regrets.

The President, Michael Maynard, welcomed Sheila Drew to her first Board meeting.

2. **Adoption of the Agenda.**

Moved by Frank Godfrey and seconded by Mary Donaldson.

Carried

3. **Declarations of Conflict of Interest**

There were no conflicts of interest declared.

4. **Approval of Minutes, April 24, 2021**

The minutes from April 24, 2021 have yet to be prepared.

The minutes from April 7, 2021 were reviewed and adopted as circulated.

Moved by Dimitri Papatheodorou and seconded by Astrid Richardsen.

Carried

5. **Treasurer's Report** - Frank Godfrey

Frank reported that we are halfway through the budget year and with 38% of the budget spent there are no current issues

The April statement was received for information purposes.

6. **Executive Director's Report** - Olinda Casimiro

Olinda referenced her report which is posted on the Board portal. Her main concern is the Ongoing pandemic lockdown. She spoke with Shannon Murphy, Town of Cobourg Emergency Planner, and was advised the Gallery could potentially open July 26, but it will more likely it will be mid-August.

Avery Geboers has been hired under the Canada Summer Jobs grant.

Artist Amy Shackleton, whose work is currently on display in the Gallery, has an upcoming exhibition in Paris, France.

Applying for a Trillium Grant - due June 2, 2021.

34 *Art-to-Go* Kits have been delivered to Rebound Child and Youth Services. We have 6 confirmed partners in Northumberland County to host the Mini Art Galleries – plus we are creating a driving roadmap! Spotlight Series update forthcoming – in the process of rescheduling launch dates and venues.

Artist Peter Haller, with five works in the AGN Collection, is unfortunately battling pancreatic cancer.

7. Committees

a. **Executive** – Michael Maynard

Michael asked if his notes following the May 13 meeting should be posted on the portal. The consensus was that providing a verbal report at Board meetings is sufficient.

Olinda will be taking a well-deserved two week vacation May 31 to June 11.

Michael joined Olinda and Astrid in a virtual orientation session for new members Sheila Drew and Cynthia Reyes. They were provided with the new Board handbook and access to the Board's portal.

The Volunteer meeting was held on May 13, 2021 and they had a presentation by Debbie Beatty from Critical Mass. Michael looks forward to further liaison with that community arts organization.

One of Michael's priorities is working with Astrid and Mary on policies and procedures.

b. **Finance and Audit** - Kenneth Bagshaw

Nothing to report since the last meeting.

Ken worked with Olinda on the renewal application for the insurance policy. The new policy year starts on June 1, 2021.

Two items are pending:

1. Discussion on development of risk management policy.
2. Funds at the Royal Bank pertaining to the permanent collection. It is worthy of looking into for possible upgrade.

8. Task force

a. **Memorandum of Understanding** – Olinda Casimiro

Following an update on the MOU negotiations by Olinda, with input from Ken and Sarah, there was discussion regarding possible options. The focus was the proposed lease agreement and the need for Town approval of fundraising activities in the Gallery.

ACTION: Members were asked to submit their comments to Olinda by Friday, June 4.

Ken Bagshaw suggested that a strategy to help improve communications with Town Council could be incorporated into Strategic planning sessions. Ken will continue to advise on the terms of reference for the MOU and he will be replaced on the MOU Task Force by Sarah.

Moved by Astrid Richardsen and seconded by Mary Donaldson.

Carried

b. **Approval of a Policies and Procedures Task Force**

Michael, Astrid and Mary will work on finalizing the Board policies and procedures. The Committee agreed that this was a priority.

Moved by Sarah Jacob and seconded by Frank Godfrey.

Carried

9. **New Business**

There were no new business items to discuss.

10. **Date of Next Meeting** – Thursday, June 24, 2021 at 7:00 pm.

11. **Adjournment**

The meeting was adjourned at 8:45 pm.