

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER**

**ART MUSEUM ADVISORY COMMITTEE MEETING AGENDA**

**TUESDAY, SEPTEMBER 13, 2022**

**10 AM VIA ELECTRONIC COMMUNICATION FACILITIES**

*(Members of the public may hear, or watch and hear, the meeting by attending the Raven Room in the Municipal Hall, or via electronic communication facilities through the link provided on the Committee's webpage)*

**Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.**

**CALL TO ORDER**

**1. Call to Order**

*Note: Chair will confirm that the meeting is being conducted via electronic communication facilities, pursuant to Council Committee Procedure Bylaw No. 5020, 2019 (as amended).*

**APPROVAL OF AGENDA**

**2. Approval of Committee Meeting Agenda**

RECOMMENDATION:

THAT the September 13, 2022 Art Museum Advisory Committee meeting agenda be approved as circulated.

**ADOPTION OF MINUTES**

**3. Adoption of Committee Meeting Minutes**

RECOMMENDATION:

THAT the July 5, 2022 Art Museum Advisory Committee meeting minutes be adopted as circulated.

**REPORTS / ITEMS**

**4. Administrator / Curator's Report**

RECOMMENDATION:

THAT the verbal report regarding Administrator / Curator's Report be received for information.

**5. Fundraising Report**

RECOMMENDATION:

THAT the discussion regarding Fundraising Report be received for information.

**6. Strategic Planning**

RECOMMENDATION:

THAT the discussion regarding Strategic Planning be received for information.

**PUBLIC QUESTIONS**

**7. Public Questions**

**NEXT MEETING**

**8. Next Meeting**

The next Art Museum Advisory Committee meeting is scheduled for October 4, 2022 at 10 a.m. via electronic communication facilities.

**ADJOURNMENT**

**9. Adjournment of Committee Meeting**

RECOMMENDATION:

THAT the September 13, 2022 Art Museum Advisory Committee meeting be adjourned.

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
ART MUSEUM ADVISORY COMMITTEE MEETING MINUTES  
VIA ELECTRONIC COMMUNICATION FACILITIES  
TUESDAY, JULY 5, 2022**

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Committee Members: F. Patterson (Chair), S. Donaher, K. Duffek, C. Gotay, H. Greenwood, B. Helliwell, D. LaCas, and M. Price attended the meeting via electronic communication facilities. Absent: D. Becker, R. Van Halm, and Councillor C. Cameron.

Staff: H. Letwin, Administrator/Curator (Staff Liaison) attended the meeting via electronic communication facilities.

**1. CALL TO ORDER**

The meeting was called to order at 10:04 a.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the July 5, 2022 Art Museum Advisory Committee meeting agenda be approved as circulated.

CARRIED

S. Donaher absent at the vote

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT

1. the May 25, 2022 Strategic Planning Subcommittee meeting minutes be adopted as circulated.
2. the May 26, 2022 Programming Subcommittee meeting minutes be adopted as circulated.
3. the June 7, 2022 Art Museum Advisory Committee meeting minutes be adopted as circulated.

CARRIED

S. Donaher absent at the vote

**REPORTS / ITEMS**

**4. Arts Facilities Planning**

H. Letwin provided a summary of the presentation given by the C. Rosta (Cultural Services Manager) prior to the Art Museum Advisory Committee meeting on June 7, 2022 regarding the current work of the Arts Facilities Advisory Committee.

It was Moved and Seconded:

THAT the verbal report regarding Arts Facilities Planning be received for information.

CARRIED

S. Donaher absent at the vote

## 5. Administrator / Curator's Report

H. Letwin reported on the following items:

- West Coast Modern Week runs from July 5 to 10.
- Summer Camps started on July 4 and are running well and registered at capacity for nearly every week.
- Staff have been working on social media recently, with a special emphasis on the West Coast Modern Week and the Paul Merrick exhibition.
- Visitor surveys are still in place, at least until the end of the current exhibition, *A Twist of the Rules: The Architecture of Paul Merrick*, which ends on July 23.

C. Gotay remarked that, from the perspective of a volunteer Gallery Attendant, it has been at times hard to get visitors to complete the survey and that this should be considered when reviewing the results.

It was Moved and Seconded:

THAT the verbal report regarding Administrator / Curator's Report be received for information.

CARRIED

S. Donaher absent at the vote

## 6. Fundraising Report

F. Patterson reported on the upcoming Endowment Dinner that she is hosting.

M. Price remarked on the upcoming Endowment Tea that she is hosting. H. Letwin reported that the Summer Ask was sent out via Envoke e-newsletter on June 22 and that the Dine for Art dinner has been confirmed for September 14.

S. Donaher joined the meeting at 10:32 a.m.

It was Moved and Seconded:

THAT the verbal report regarding Fundraising Report be received for information.

CARRIED

## 7. Arts and Culture Visioning Report

F. Patterson, D. La Cas, C. Gotay, and K. Duffek reported on the Arts Planning: Visioning Workshop sessions that they attended in June.

It was Moved and Seconded:

THAT the verbal report regarding Arts and Culture Visioning Report be received for information.

CARRIED

**PUBLIC QUESTIONS**

**8. PUBLIC QUESTIONS**

There were no questions.

**NEXT MEETING**

**9. NEXT MEETING**

Staff confirmed that the next Art Museum Advisory Committee meeting is scheduled for September 6, 2022 at 10 a.m. via electronic communication facilities.

**ADJOURNMENT**

**10. ADJOURNMENT**

It was Moved and Seconded:

THAT the July 5, 2022 Art Museum Advisory Committee meeting be adjourned.

**CARRIED**

The meeting adjourned at 10:45 a.m.

Certified Correct:

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Staff Liaison