

Ad-Hoc Committee for the Sale of Hatch Art Planning and Execution

Terms of Reference, July 2017

1. Mandate

- 1.1. The Ad-Hoc Committee for the Sale of Hatch Art Planning and Execution (SHAPE) shall plan and execute the sale of up to four (4) pieces of art from the AMS Art Gallery, as outlined in the March 2017 referendum. This could include selling options, re-appraisal, and repairs for the works that are to be sold.

2. Objectives

- 2.1. Maintain the mission statement, goals, and values of the AMS.
- 2.2. Research potential selling avenues for the works to be sold through.
- 2.3. Consider hiring a professional to re-appraise the works to be sold.
- 2.4. Consider any repairs and/or reframing to be done for the works under consideration of being sold.
- 2.5. Explore potential options for what the interest on the sale money in the endowment could be used for.

3. Deliverables

- 3.1. A list of ideas of what could be done with the additional interest from the endowment, to be considered by AMS Council and the Art Gallery Manager.
- 3.2. A plan, to be recommended to AMS Council, on how to move forward with the sale up to four (4) pieces of art from the AMS Art Gallery.
- 3.3. Provide updates to Council at every Council meeting.

4. Membership

- 4.1. The committee shall be composed as follows:
 - 4.1.1. President, who shall serve as chair,
 - 4.1.2. One additional AMS Executive, appointed by the Executive Committee,
 - 4.1.3. Three AMS Councilors,
 - 4.1.4. Two Students at Large,
 - 4.1.5. The Managing Director, who shall be non-voting,
 - 4.1.6. The Art Gallery Manager, who shall be non-voting, and
 - 4.1.7. A member of the Visual Arts Student Association, who shall be non-voting.
- 4.2. Other AMS Staff shall attend at the invitation of the Chair.
- 4.3. A Vice-Chair shall be appointed by the SHAPE Committee.

5. Operational Protocol

- 5.1. Meetings: the SHAPE Committee will meet on a biweekly basis during the school year.
- 5.2. Agenda/minutes: the SHAPE Committee chair will be responsible for drafting agenda, minutes, and relevant attachments for distribution to the committee members.
- 5.3. Expiration: the committee will expire on April 30th, 2018, or earlier if the objectives and deliverables are considered completed by AMS Council. If AMS Council feels that the objectives and deliverables of this committee have not been completed by the Council meeting preceding this date, the committee shall review and revise its terms of reference.