

# COMOX VALLEY COMMUNITY ARTS COUNCIL

## AGENDA

**Present:** Dallas Stevenson, Kera McHugh, Anna Rambow, Sharon Lalonde, Sonya Janssen, Jamie Bowman, Kate Brown, Wendy Nixon-Stothert, Joan Udell

**Absent:** Bobby Ferron, Adil Amlani, Myles Armstead

**7:02 pm at CVCAC boardroom on June 13, 2017.**

Item	Discussion	Action	Motion	
Agenda		Adopted	1 Sonya 2 Kate	
Minutes		Adopted	1 Sharon 2 Jamie	
<b>ACTION ITEMS</b>				
President's Report - Anna	<p>Discussion of the notes from Kel Kelly. Looking at a half-day session for mission/vision also with Kel – August or early September. Volunteer bookkeeper would have to have serious accounting skills to help out with Dallas' job. Sharon will contact New Comers for suggestions. If projects are to be developed by the board, it is possible to recruit members who are not on the board. Committees may be reformed to support the new strategic direction - these can include members at large.</p>			
E. D. Report - Dallas	<p>Allocation from the city has been delayed pending a recommendation report from the staff. Priorities for budget required from board/HR committee. Project development officer &amp;/or fundraising person would be a risk worth taking. Need to find funds/time off in lieu for reconciling the backlog owed to Dallas. HR committee to meet with Dallas to review various plans for budget and approval of immediate spending.</p> <p>Robin Hopper Memorial Bursary Fund – motion to approve restricted account for this fiscal sponsorship for the Pottery Club, who are members of the CVCAC.</p> <p>CVAG, Sid, Museum, CVCAC to attend the CVRD cultural contractor, from Toronto, to present a report on June 27 at 2 pm.</p> <p>Committee Terms of Reference required for Elevate.</p>		Approved	<p>1. Jamie 2. Kate</p>

<b>Committee Reports</b>			
Executive Committee - Anna	No report		
HR Committee - Anna	Sonya will recuse herself when the HR committee is discussing the Night Markets as she is receiving an honorarium. Will advertise for a Night Market Manager contract position for one day a week for the 9 Fridays of Night Market.		
Nominating - Bobby	No report -		
Fundraising - Bobby	No report		
<b>Project Reports</b>			
LIFT memberships	\$25 off any of CVCAC membership or Farmers Market, (Hans would send \$25 to us)		
Local Heros - Sonya	Board member on the committee and the event is fun and exciting – if someone else would like to take over, Sonya would step aside. No volunteers so Sonya is still the rep. Proceeds to the arts council.		
Member exhibits - Kera	No report		
Poet Laureate –Wendy/Jamie	Nothing this meeting – can remove this as a standing agenda item.		
Night Markets - Kera, Sonya	Night Markets – opportunity for exposure for Arts Council, also fundraising - 50/50 suggested		
<b>New Business</b>			
Project Reports – Kera	<p>Staff capacity concerns with Elevate bookkeeping. HR Committee to support discussion moving forward</p> <p>Studio Tour- year round guide to come out in March, opportunity for revenue generation through ad sales. Design is still in flux, substantial guide under development. Information for artists, basic or enhanced depending on level of payment for ads. Similar distribution as this year’s studio tour. Potential for \$10-20K. Separate contract, needs cash up front to hire designer, to elicit sales. Kera will bring timeline, with mock up and designer costs etc for July meeting. Eliminate coroplast signs and use flags - artists will buy the flags.</p> <p>Canada Helps Challenge – matching funds if raised in June.</p>		
CVARTS Building Committee - Kate	Long Term and Short Term Reports - Reviewed and discussed with board members, fundraising ideas. 50-50 tickets to raise money for the work that CVCAC does.		
<b>Next Meeting Date</b>	<b>July 11, 2017</b> <b>August 8, 2017 or September 12, 2017 – TBA at July meeting</b>		
<b>Motion to Adjourn</b>	9:01 pm		Sonya