

minutes  
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**FAA Board Meeting Minutes**  
**October 26<sup>th</sup>, 2010**  
**Film Coop Board Room, Charlotte St. Arts Centre**

**Present:** Katie FitzRandolph, ~~Tony Merzetti~~, Sabine Campbell, Kim Vose Jones, Myrna Gunter, Leo MacNeil, Renée Davis, George Strunz, Maria Bourgeois

**1. Call to Order**

Katie, 5:05pm

**2. Adoption of agenda**

Added: Item 7. Note- Special discussion by the board on projected finances

Motion to accept the agenda- George

Second- Leo

All in favour, motion carried.

**3. Approval of September 1st minutes**

Amendment- 140.00 tickets instead of 3400.

Motion to accept the minutes with amendment- George

Second- Renee

All in favour, motion carried.

**4. President's Report-** presented by Katie- see attached report.

Katie requested the board's reflections on the High on the Arts fundraiser.

Discussion ensued.

Some highlights of the discussion are as follows-

- What worked: music, performance, food, servers, cutting the time of each performance and number of performances from the previous year.

- Needs improvement- timing of acts could be improved, regarding tickets: more people at desk and moving it so it does not block traffic. Donation of artwork forms should be filled out before the auction not after the event.

- Mary Lou Sterling sent a comment to the board-she would like to see less acts, and those acts play a little long, she has some suggestions that might improve the auction that she would like to share for next years event at that time.

- George believes the works need to be selected to reflect the tastes of the buyers, perhaps buyers to meet minimum bids ahead of time. All agree this is a good plan.

A house manager shall be appointed for next year; this will be some one to manage the event.

- Board discussed the bar issue and if we should eliminate the free drink and lower the price of the drinks. No decision was reached.

- Board discussed whether the price of the tickets at should be \$40.00 instead of \$30.00. No decision was reached.

-Board discussed ways to encourage art collectors to attend the event.

-Katie and Sabine will send out thank you notes.

**Art Trek**-Board discussed the success of this year's Art Trek. Maria reported that this year Art Trek had the best publicity ever.

- Maria reported that we will likely have around 700 visitors once all studios have reported
- Feedback from artists- One participant would like an ad in the newspaper with the map before the event- more comments to follow in a report.
- This year saw sales increase for the artists.
- Leo asks if we have feedback fro Trekkers. Maria said we do not this year in writing.
- Board discussed why Tony Robinson Smith's work was not displayed with the rest of Artwork at City Hall Gallery. This was a decision of City Hall Gallery.

Katie requested that the following items be discussed later on in the meeting-

- Amani's contract not signed yet.
- The possibility of merging with a new Chamber of Culture.

Katie moves to accept the report

Second- Renee

All in favour, carried.

**5. Financial Report**- presented by Sabine- see attached reports.  
Board reviewed the financials for August and September.

**a. August Financial Statement**- motion to accept- Sabine

Second- Renee

All in favour, motion carried.

**b. September Financial Statement**- motion to accept- Sabine

Second- George

All in favour, carried.

**Gala Finances attached**- Board reviewed Gala financial statement.

Renee asked for clarification between the categories labeled "charitable donations" and "donations" –Maria explained that the charitable donators are given a charitable receipt.

Motion to accept, Sabine

Second- George.

All in favour, carried.

**6. Coordinator's Report**- presented by Maria- see attached report.

Highlights- PayPal account verification under process. It will be up on the website within the next week or so.

Maria reported that some of her overtime would be taken on November 2<sup>nd</sup> and 3<sup>rd</sup> and November 12<sup>th</sup>.

Sabine moves adoption of the report

Second- Myrna

All in favour, carried.

**7. Note- Special discussion by the board on projected finances**

Highlights of this discussion are as follows:

**a. Board reviewed Projection of Revenues and Expenditures.**

Katie pointed out that FAA needs to start with a balance of \$10,000 at the beginning of the year for FAA to successfully run its programming.

- Some grant money for the programming comes after the programs have started.
- There is no guarantee that we will receive the grants from year to year.

- A surplus came in 2007 from Post Secondary Education Training and Labour (PETL).
- Since then less and less operating grant has been given out to FAA from 2007 -2010.
- Operating grant- without Maria may be affected due to no staff.
- Most of the grants are ear-marked for Artist in Residency.
- Fundraisers- needed to increase surplus.
- Memberships- our services are free, 1400 subscribers, but only 96 members.
- \$6000.00 covers ArtsNews, the board would like to keep this service free.
- Leo has volunteered to place PayPal icon on website if Cat is unable.
- Katie will send out a broad based donation drive request to all FAA subscribers.
- Board discussed financial projections for December and if we can continue having paid staff (\$2255.00 per month x 12 months = \$30,000 per year). This includes 20 hours a week for Maria plus Arts News.

#### **b. Chamber of Culture**

- Katie reported on the Cultural Capital meeting <sup>becoming y not merging</sup> in which discussion ensued around why there is not an umbrella group that represents all of the arts in Fredericton. Katie pointed out that FAA currently fulfills that role.

At the meeting there was a suggestion that Fredericton should form a "Chamber of Culture," with each organization paying a membership fee.

- Board discussed the concept and implication of a Chamber of Culture and if we should explore whether other organizations who attended the City Forum would be interested in pursuing the idea.
- Organizations, corporations and individuals would be represented.
- FAA discussed the notion of an umbrella organization for such a group.
- Enterprise Fredericton said there might be money to start the organization.
- Board discussed what the needs of such an organization would be and if it would require an increased work load requiring more staff.
- Board discussed whether we could hire someone on contract to run the Artist in Residency program.
- Board discussed whether we could survive one year without a coordinator.

**Motion by Leo-** Katie is requested by the board to explore the Chamber of Culture concept that came out of the Cultural Capital initiative. Katie will ask Kate Rogers for suggestions regarding how to go about spearheading this organization.

Board discussed the possibility of asking people interested in the concept to join the board.

Second- Renee

All in favour, carried.

#### **c. Staffing**

The board reluctantly decided to lay off Maria on December 31st, (notice will be given 2 weeks in advance).

Maria will kindly provide an operating manual for the FAA before her lay off.

Sabine requested an outline of what Maria does in November, December and January.

All in favour, carried.

#### **8. Other business-** The AGM is scheduled for December 1st, 2010

The venue will be Gallery Connexion,

It will begin at 7pm with a board meeting to follow.

Maria will send out the revised notice to the membership.

Katie requests the board to note what items are now "off the agenda".

#### **9. Governance-** In abeyance

**10. Program committee-** deferred

**11. Next Meeting-** November- 24<sup>th</sup>, 5pm.  
Regrets Rene, Kim and George.

**12. Motion to end meeting-** Leo, 7:04pm

Respectfully submitted by Kim Vose Jones, Fredericton, New Brunswick.