

**FAA Board Meeting Minutes**  
**7 p.m. Wednesday, March 2nd, 2011**  
**Film Coop Board Room, CSAC**

**Present:** Katie FitzRandolph, Renée Davis, Russ Hunt, Marie Maltais, Jean Roone, Penny Pacey and Sabine Campbell

**Regrets:** Kim Vose Jones, George Strunz and Myrna Gunter.

Katie calls the meeting to order at 7:05pm.

Jean takes the minutes for this meeting.

**1 Adoption of the agenda**

Katie opens, motion to approve agenda, Russ moved, Renee seconds.

All in favor of the agenda, carried.

**2 Adoption of previous meeting's minutes - January 26th**

Sebine moved, Penny seconds.

All in favour, carried.

**3 Business arising from January 26 minutes**

Katie notes correction to detail in the last president's report, - that the FAA received 30.00 from mayor Woodside as a corporation membership, - the actual amount was \$40.00. George noted to Katie that he was not present at the Farewell lunch for Maria.

**4 President's Report**

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***President's report to FAA Board***

***March 2, 2011***

***Submitted by Katie FitzRandolph***

We have submitted three applications to the city for grants – for the Artist in Residence program; for Art Trek; and for a shared facility grant – and much thanks to Penny Pacey for her help with the latter two. All three got nicely placed in the hands of city hall on the afternoon of Feb. 18, meeting the deadline. Sighs of relief all round. Myrna, Russ, and George joined me for lunch with Maria. At Isaac's Way. She was very appreciative of the collection – which rounded up to \$200. And she liked the other gifts as well.

The meeting with Sandy produced the clear sense that ArtsLink is not about to give away any money that may come into its coffers, but it would like to use our experience and expertise to build on some of the programs we already offer. Sandy is looking at a provincial artist-in-residence exchange program, which might well rejuvenate our efforts. Discussions will continue.

**Artist in Residence:**

I'm working on figuring out where we got Provincial money last year for the program, and I'd like to explore getting a series of five corporate donations of \$400 each – which would sponsor an artist for a week and give the program more community support. It is a modest "ask" and I'm open to suggestions from the board as to potential donors. The note in Arts News produced a volunteer. I want to have a meeting with Penny, Kim and Marie on this within the next two weeks to sort out what has to be done and how to make it happen. I have assured that we have the space in the Casemates for the summer provided we can get the money to run a program.

**Emails.** Still a work in progress.

**The Computer.** Ditto.

**Files:** Kim will have to maintain the paper files of the organization and Sabine will have to keep the financial ones. I have paper files from the point where I became president and will continue to retain them as long as my term continues, but these are important.

**Phone:** Penny is checking it regularly.

**Signing authority:** We're all signed up with the Credit Union..

**Pro Bono program.** I have been in touch with Maria about the Contract Law booklet, and given it a top edit. It is much better and pretty close to final. It should be ready for posting on the web very shortly. Maria reports that the new piece is coming along nicely.

**Memberships:** I am hoping for a report from Sabine.  
I'm not sure how linkages with Renee and Susan are working on this.

**Facebook.** Lynda Rae Burke is no longer totally linked with our page. The posting on writers royalties produced a spate of angry responses.

**Website:** - I'm sending all materials to Russ, in the hopes that he is able to sort things out and make things work..

**Arts News.** Amani truly appreciated getting the full \$500 for January. She sensed the good will and encouragement from the board.

**Art Trek.** I'm keeping this in abeyance for the moment. The query to past trekkers did not produce a do-or-die response. Marilyn is still keen and happy to continue on the committee if we proceed..

**Gala.** We need that fundraiser again. Sabine, Renee, George and I have to start meeting.

*End of Presidents Report*

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**Matters arising from President's report:** Katie reads the letter from member in honor of the late Matt Campbell to the amount of 732 dollars from his family. Special thank you to go out.

Russ to meet with Jean regarding updating to the website. This will be started over March break.

Motion by Jean to adopt report-Second- Russ, All in favour, carried.

5 Treasurer's report – Submitted by Sabine Campbell.

See attached.

Sabine expresses her frustration and concern regarding the finances and finds it quite time consuming. Sabine agrees to continue as treasurer at present.

Some financial details need to be clarified with Maria B. with regard to staff payment. Katie and Sabine to meet and tackle the books, and also to get them in order before approaching the accountant.

Sabine made motion to Pay Maria B. 25 dollars an hour for the past work done on payroll instead of the 20 an hour.

Renee moves, Second Russ all in favor, carried.

Acknowledgement is given to Sabine of this being a period of transition and it being a process to take over and gain confidence with the finances. The next while should be easier with no payroll, things will simplify.

Katie moves to adopt DRAFT REPORT by Sabine, Second -Maria, All in favour, carried.

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### **6 Membership report – Sabine**

membership drive report to come soon from sabine

new memberships added in January is 2, that brings the current membership number to 158.

### **7 Programs/issues (if not already dealt with):**

**Charitable status uses committee.** Russ raises the issue of are we making use of it. The question was put - can the accountant donate his services, as benefit in kind? Agreed that this was a good point. Sabine to bring the charitable status forms to the next meeting with Katie regarding finances, prior to the meeting with accountant as to have things in order.

Fundraiser (High on the Arts) Committee: Sabine, Katie, and Myrna.  
Gala committee

**Pro Bono program-** see president's report.

### **8 Adjournment Katie motions to adjourn**

All in favor.

### **10. Time and date of next meeting –**

**Wednesday 7pm, March 30th, Film Coop Board Room, @ CSAC**

Respectfully submitted by Jean Rooney