

[Draft]

FAA board meeting minutes

Tuesday, May 14, 2013
Film Coop Boardroom
Charlotte Street Arts Centre

Present: Allen Bentley, Renée Davis, Katie FitzRandolph, Russ Hunt, Marie Maltais, Barbara Roberts, Jean Rooney, Cynthia Ryder

Absent: Sabine Campbell, Bill Johnson, Penny Pacey, Susan Pierce

1. **Call to order** by Jean at 5:01
2. **Adoption of the Agenda:** in the absence of a printed agenda, it was agreed to proceed without one.
3. **Minutes of last board meeting:** Approval moved by Katie, seconded by Allen, carried.
4. **President's report – Jean:** Jean confirmed the grant from Downtown Fredericton of \$1500 toward the Artists in Residence program, so we're now confirmed at \$6500. She has informed Fredericton Tourism of the dates we've decided on for the program; they were happy with them. Application information and forms are in process and will be discussed later in the meeting. The City's informal Arts Advisory Committee has met twice (it was originally planned to meet every two months, and has been meeting much more often). Kate Rogers has agreed to act as chair. The City has given the committee a briefing on their expected role, which is quite broad. Jean reminded us that we need to be thinking about how to make the most of this opportunity. The Pro Bono program is just about complete. Katie has agreed to continue to act as liaison, and it's been agreed that the next project is to be tax law for artists, and if she's willing, Kitty Maurey should be invited to oversee it (Russ said that he's talked with her and she doesn't feel competent in that area; we'll need to find a replacement). We've agreed to take part in the Culture Crawl, and some images have been sent to Angela to use in publicity. Amani is happy with the new contract terms and her raise; the formal contract still needs to be signed. Jean has been in touch with RBC about the possibility of another grant to support an exhibition after the Artists in Residence, but there's been no response. We are already getting applications – based on last year's program for the Residence, so we need to finalize the information for the new configuration this year. The Charlotte Street Arts Centre has agreed to act as a depot for dropping off applications. We will need to anticipate the possibility of not getting a summer student, and plan a way to run the program without one.
5. **Treasurer's report -- Cynthia:** See copy of the statement for April, [attached](#). Cynthia summarized it, saying that \$370.00 was received in membership monies, \$70.00 in donations, that the City of Fredericton Grant for the AIR of \$5000 was received, that income for April was \$5447.16, and expenses were only \$635.00, so that we came out ahead \$4812 for the month. We have also paid Revenue Canada what we owed them because of the changes in regulations around the artists in residence. Katie moved acceptance of the Treasurer's report, Cynthia seconded, and the motion was carried.
6. **Membership report – Renée:** Renée reported that we have 80 members at the moment, and suggested that we might talk about the issue of uniform annual renewals, which was raised at the last meeting. An extensive discussion ensued, at the end of which it was agreed that we should create a process by which we transition to a system where all memberships expire on January 31; that we should create a form which will serve as both a reminder and as an invoice, for those who need invoices; that we should make sure to

ask people how they wish to be contacted (email doesn't work for some people), and that Renée would look at the database to decide what the best process for phasing in the new system would be, and would propose an invoice/reminder form. Marie raised the issue of continuing advertisers in the *ARTSnews* who are not members (The Playhouse being the most egregious example), and it was agreed that Renée would send the Excel spreadsheet with the current membership to Russ, who would post it on the board Web site, so that we could all look through recent issues and check advertisers against the membership list.

7. **High on the Arts Committee – Katie:** The committee met on April 29. The major issues had to do with dates – it was agreed we should hold it in October – and venue. Since Isaac's Way is clearly not an appropriate space, and there were lots of reasons for concluding that Memorial Hall would not work well either, the issue remains undecided. Space and specific dates are obviously related problems. The committee will continue to work.

8. **Artists in Residence:** Russ distributed printed copies of the various documents as edited over the past few days. Further edits were suggested. Russ agreed to try to incorporate all of them and to combine the two separate documents into one, which would include the application form, and post the result on the Web site as soon as possible. Jean raised the problem of the jury; some names were suggested and it was agreed that Jean would contact suitable potential members. Marie wondered if we shouldn't extend the deadline, and after some discussion it was agreed that we would extend it a week, making the deadline for applications June 10 at 4:00. The matter of dropoff points for applications was discussed, and it was agreed to leave it at the three possibilities: the CSAC, Artful Persuasion, or Canada Post (or, of course, electronic submission).

9. **Time and date of next meeting:** It was agreed to set the next meeting at June 18, at 5:00, in the Boardroom.

10. **Adjournment:** 6:25

Russ Hunt
Secretary