

FAA Board meeting minutes

Wednesday, October 7, 2015

Film Co-op Board Room

Charlotte Street Arts Centre

Present: Allen Bentley, Sabine Campbell, Dan Gleason, Bruce Gray, Russ Hunt, Heather McTiernan, Tony Merzetti, Penny Pacey, Cynthia Ryder

Absent: Jean Rooney

1. **Call to order** by Penny at 7:02

2. **Adoption of the agenda**

Adoption was moved by Sabine, seconded by Cynthia, and carried.

3. **Adoption of the minutes**

Adoption of the minutes of the September 2 meeting was moved by Cynthia, seconded by Sabine, and carried.

4. **President's report**

Penny reported that in the most recent project grant the statement about the FAA's mandate, which Heather had adapted from the Web site, seemed to need amending, because it referred to activities we no longer engage in (like studio tours) and didn't refer to ones we do (like the Artists in Residence, the election forums, etc.). She had revised it to reflect that, and thought the version on the Web site should be edited as well. Russ is to check on this. She also noted that both grants had been completed and submitted.

5. **Treasurer's report / Membership report.**

Cynthia summarized the [September statement](#), which was circulated via email. She also said that the credit card terminal is working fine and having it is "fabulous." She noted an error in the circulated report, in that the final balance dates should be listed as September 30, not August 31. She also noted that all the leftover issues from the Art in the School project are finally complete. Approval of the Treasurer's report was moved by Russ, seconded by Cynthia, and carried.

There was nothing to report about membership.

6. **Programs / issues:**

a. **Gala fundraiser**

Sabine said that all is continuing to go well with logistics. Contributions from artists are still coming in. Printed posters are available (at Katie's Pink House). There have been issues with the size of digital versions; Russ said he would send one to everyone. Sabine said that everyone needs to be selling tickets. She didn't have any with her, but Tony retrieved some from the Film Co-op office, and there will be more available from Katie, or by request via email from Sabine.

Cynthia noted that she's posting regularly to Facebook, and has arranged for new postings to appear while she's away for Thanksgiving. Penny thanked Cynthia. She also wondered if we have access to the list of people attended last year, so that we could be sure to contact them. Sabine said that was a good idea, and she'd find the list.

c. City Grant applications

Heather said we seem to be okay at the moment, as the two grants are complete and submitted. There are some that will be coming up down the line, perhaps appropriate for Russ's proposals about the events calendar.

e. Art in the Schools

Allen said that there's still not much to be done until we see about funding, and we'll need to move on the jury quickly. He said that the problem with the nonexistent *Gleaner* article that Dan had asked about last time was permissions for photographs, and said he would recommend that we get permissions from parents at the outset. There was some discussion of the report Clio was working on; it's currently with Katie Fitzrandolph.

f. ARTSnews / Email lists / Calendar of events

Russ said that he had hoped to be able to ask approval tonight to move the *ARTSnews* to a new distribution program, phplist, but had discovered by testing it that there are issues with gmail (and perhaps other clients) treating it as spam and moving messages to a folder. Since there are about 300 subscribers using gmail, this would be a serious problem, and he's working on it. The help people at phplist have been eager, though so far not helpful; he's still sure that it would be a better choice than other programs, such as MailChimp, which is much more oriented toward commercial use. There are also, he said, some issues with the board's email list, currently running on GoogleGroups, in that it seems some people do not get copies of their own posting when they send to the entire list. This, too, he's working on.

And finally, the proposal description for the events calendar is still undergoing revision; as a result of some suggestions from Heather and Tony he had gone back to it and decided that even more serious revisions were needed. Sabine wondered whether it would be worth reading the current one and making suggestions; Russ said perhaps it would be better to wait. He hoped to have a revised version to circulate within a week or so.

Sabine said, in connection with the *ARTSnews*, that she'd like to move that Bridget Spence be congratulated and thanked for her excellent work with the newsletter, which has been particularly impressive recently. Bruce seconded the motion, and it was carried with enthusiasm.

g. Art off the Streets [Item skipped earlier]

Bruce said that he has checked out the Makerspace and had been very impressed with the facilities available; there's an impressive range of possibilities, he said, once we get this going. They are working on acquiring a kiln, and although there's not much chance for welding, the building and 3-D printing materials, as well as the woodworking facilities, will be quite useful. The decision on funding won't be till December, which will make things tight, but he's optimistic.

h. Audio visual

The only current issue here is that we should bear in mind that the AV display screen is available, and watch for chances to make it available. Perhaps, it was suggested, a blurb in the *ARTSnews* about it might be useful.

h. Brochure, signage

Penny said that the brochure was finished and available (copies were on the table), and that we were still working on the signage issue. Tony noted that the Co-op was acquiring a poster stand and wondered if that would be a good idea for the FAA. There was some discussion about when and where we'd use a permanent display sign – obviously, at the Casemates, the Gala, and any Forum we hold it would be useful. There was some discussion about getting a professional to do the graphics; we have budgeted for it, but it was agreed that we could afford to wait till after the Gala to work on that.

8. Other business

There was no other business; Cynthia reminded everyone to get their Facebook friends to buy Gala tickets

9. Time and date of next meeting.

After some discussion it was agreed that the next meeting is to be on Wednesday, November 18, at 6:00.

10. Adjournment

The meeting was adjourned at 7:37.

Russ Hunt
Secretary