

FAA Board meeting minutes
Wednesday, March 9, 2016, 6:00 p.m.
Film Society Board Room
Charlotte Street Arts Centre

Present: Allen Bentley, Sabine Campbell, Katie FitzRandolph, Trudy Gallagher, Bruce Gray, Russ Hunt, Heather McTiernan, Tony Merzetti, Penny Pacey, Cynthia Ryder, George Strunz

Absent: Will Forrestall, Dan Gleason

1. Call to order by Penny at 6:00 pm

2. Adoption of the agenda

Adoption of the agenda, with Katie's addition of the municipal election forum under New Business, was moved by Sabine, seconded by Allen, and carried.

3. Adoption of the minutes

Adoption of the minutes of the February 10 meeting, with additions and corrections by Penny, as circulated on email and at the meeting, was moved by Sabine and seconded by Allen. George pointed out that "him" in item 7d needed to be identified as Warren Maddox. Some discussion of the process of additions and corrections to the minutes occurred. Russ said that he thought the online minutes should serve as notice that the minutes were subject to correction, and that if corrections were submitted by email in advance of the meeting, they could be approved as corrected at the meeting. The motion was carried.

4. President's report

Penny said that she had oriented new members, answered their questions, and given them copies of the president's report from the AGM. She offered a solution to the issue of blank signed cheques from last meeting and suggested that the Treasurer could provide the board a list of the month's cheques at each board meeting with her report. She raised the issue of unnecessary messages on the board email list, and reminded the meeting that people who are working don't want to receive so many messages. She asked people to strongly consider whether the whole board needed to receive things like a confirmation of their attendance. She noted that one of the problems of the FAA is that we have resources but a lack of staff so we have sometimes had to put projects on hold due to a lack of board members who can take the project on. The issue of a lecture series had come up a number of times but has languished because we don't have staff, or enough people to take new initiatives on. She felt that the ideal solution to this problem was to partner with other organizations who could provide the administration for projects and share the costs. For this reason she approached two other organizations to discuss partnering opportunities. She reported that she had approached other organizations – FAL and the New Brunswick College of Craft and Design – to explore partnering with them. We founded FAL, she noted, and since they have just gone through a strategic plan process they are eager to explore partnerships, and suggested they would like to attend a board meeting to discuss collaboration. The crafts college is also enthusiastic; she said she had spoken with Trudy Gallagher, who had expressed interest in partnering on a lecture, or series of lectures. She had a meeting with the Director of the NBCCD and the Dean of curriculum who were very enthusiastic about a partnership. This could happen as early as May with board approval. She also noted that the Art in the Schools project had been covered in the *Gleaner* in January.

5. Treasurer's report

Cynthia summarized the [February financial statement](#). Penny asked why we hadn't transferred funds from the PayPal account; Tony said that if you transfer funds below a stated amount they deduct 3%, and that the money is just as well left with them until we have enough to make it worth transferring. Acceptance of the report was moved by Cynthia, seconded by Russ, and carried.

6. Membership report

Cynthia reported that there were 66 members currently. Russ noted that that was down significantly from last year.

7. Election of officers

There being no fixed process for this, Tony outlined the way elections were conducted at the Film Coop board (each officer elected in sequence); it was agreed this was workable.

Penny indicated willingness to continue. Sabine nominated Katie, who accepted nomination. A secret ballot was conducted; the nominees did not vote. Katie was elected, and assumed the chair. Allen indicated willingness to continue as Vice-President, but noted that, as before, he would not want to become President if that became necessary. Cynthia nominated Heather, who accepted. A secret ballot was conducted; the nominees did not vote. Heather was elected.

Russ indicated willingness to continue as Secretary. There were no other nominations, and Katie accepted Allen's motion to confirm Russ as secretary.

Cynthia indicated willingness to continue as Treasurer. There were no other nominations, and Katie confirmed Cynthia as Treasurer.

8. Programs / issues:

a. Grant applications

Heather said the only outstanding grant application is the city one, and they're waiting for a final report on last year's. She noted that we should do reminders for such final report deadlines. The deadline for a summer student grant is March 13, and it should be in then. There was some discussion of the Artists in Residence grant and its references to immigrants or refugees; Angela had wondered if it were specific to the Syrian issue, and Penny had explained that it's "meant to be a broad-based look at new beginnings, including the Syrians," but not limited to them. Now, Heather said, we're just waiting for the decision.

Allen wondered about our decision to raise the pay level for the summer student to \$11.50. Heather moved, and Sabine seconded, that we raise the pay to \$11.50. Cynthia said we could certainly afford the difference, and noted that the government prefers the organization to contribute beyond their minimum. The motion carried. Trudy wondered what the summer student does. Katie explained what has been the case – especially the overseeing of the Artists in Residence program. There was some discussion about housing for the summer student, since in previous years Renaissance College has provided space, and when that ended last year, we eventually found space in the Arts Board office – but that is unlikely to happen this year, depending on what happens with the government reorganization of the Board. Heather moved acceptance of the Grant committee report; George seconded, and the motion carried.

b. Art in the Schools

Allen summarized [his report](#). Cynthia raised questions about two of the projects, looking for direction in responding to questions about funding beyond what, in our understanding, had been the limits. In one instance a case has been made for additional travel support, and in another for a substantial increase in allowance for materials. There was extensive discussion, of the specific cases, of the precedent that might be set, and of the necessity, as the jury (Trudy reminded us) had recommended, that there be clear, specific policies about travel support and what our expenditure limits are. Cynthia said that although we could probably afford the increase because, as Allen said, only four projects were approved this year, she was concerned about the precedent. Allen said that he'd like to see the AiS committee (Allen, Dan, Sabine, Penny and Katie) work on the policies. Trudy agreed she would be willing to work on the committee. Katie said we should have some policies ready by May, so that they can be in place for next year.

Cynthia returned us to the specific questions about the two cases currently at issue. The Cambridge Narrows project has put in for \$1100 more for materials. An extensive discussion of this ensued. Bruce said he thought that they should be encouraged to find community donations. Trudy said the jury had thought the amount excessive. There was some discussion of the project's proposed product, which Allen said was a school-wide produced wooden mural. Katie thought the importance of the product should be taken into consideration. Trudy argued that it would not be fair to make an addition to the original limitation, and that the school should be able to find materials elsewhere much more cheaply. Bruce said he could probably donate some wood for the project. If it were to be extended, it was agreed, it should be clearly identified as a "one-time supplementary grant." Trudy pointed out that if they have a \$2000 project they should anticipate having to find local support beyond our grant, and argued that we should stand firm on the limits. A consensus developed that we should not extend the grant, and Cynthia said she would tell them that, and make the suggestions about getting local donations and economizing. Katie said she thought we had agreement on the extra \$120 for travel costs, pointing out that the distances involved matter; by limiting travel support we penalize programs in outlying areas. Penny reminded us that the FAA was committed to supporting local initiatives. There was some discussion of our traditional definition of "the Fredericton area" (for instance, at one time we'd said it was "within a local phone call," but that no longer works). It was agreed a travel policy should take this into account. Katie hoped we could get a report from the AiS committee at our next meeting.

c. Art off the Streets

Bruce said that the deadline had been extended twice and though uncertain, he believes that ultimately there were approximately ten applicants. The jury was tasked with selecting three artists, which they did – Forrest Orser, Peter Gross and Bruce Gray. One, Peter Gross, turned out to be unable to do it now, and asked for a postponement of his until the end of August-early September. Bruce confirmed that the grant limitations and Shelter needs would permit this time frame. Bruce contacted Peter to lock him in and Peter responded that he was in Quebec at the time and will get back to us next week. The next step is for someone to draw up contracts, Bruce said, and since his was one of the projects he should not be doing that. Penny said that she had already approached Dan to fill in for Bruce and he had eagerly agreed. Bruce also said we'd have to make payment to the Maker Space; Cynthia said they should bill the FAA, and provided the address. Allen asked if there were now three projects active? Bruce said yes, and that Peter Gross is still tentatively included. Bruce also elaborated on the progress with details of his own project, giving a work date of early April and completion at the end of the month.

Penny discussed Warren Maddox organizing a brunch with Penny and others and then after the fact stating his intention of billing FAA for it. Russ said we need a policy on brunches, too.

d. Artists in Residence

Nothing to report beyond the status of the grant application (item a. above).

e. *ARTSnews*, Web site

Russ reported that there had been an unexpected problem with delivery of the *ARTSnews*; that after some investigation it turned out that Bell Aliant was blocking some addresses from receiving it. He suspected it was being tagged as spam, but could not understand why only some addresses were being blocked. He has been unable to get through to anyone at Bell who knows about this. Currently about 35 readers have not received the last few issues. He has emailed them to make sure the addresses are still functioning, and to let them know they can access the newsletter on the FAA Web site. He has also created a GoogleGroups list of the blocked addresses, and expects to send tonight's issue to that list, after Bridget has sent it to the main list. He has also advised the affected subscribers to contact Bell Aliant separately, because they are Bell customers and the FAA is not (invariably, support line responders want to know the affected account or phone number, and of course there isn't one). He said he would report at the next meeting.

He also said he has cleaned up a lot of the code on the Web site, in the process of adding information about the NB Arts Board controversy, and now needs to consult with Cat Leblanc, who originally created the site, about strategies for updating its structure.

f. New Brunswick Arts Board (artsnb)

Russ asked whether anyone had heard anything about the meeting the government was to have organized. Katie said it's all been kept entirely confidential, but that artsnb had just put out a press release about a grant they've received which, she noted, they could not have applied for if they were part of the NB government and not a charitable organization. Allen wondered if we could get a copy of the actual bill; Katie said that as of yet artsnb themselves don't have one.

g. Standing committees membership

Russ said the item was on the agenda mainly because new members would have a chance to see what was going on and what they might want to help with. Katie outlined the basic committees, noting that they are project-oriented and are ways of dealing with details and practical issues so that we don't have to take time at Board meetings micromanaging projects. The committees as they stood as of December are listed in the [December Board meeting minutes](#).

h. Gala fundraiser

There is no current activity, but the committee is currently composed of Sabine, Allen, George, Katie, Penny, and Tony.

i. Summer student

This was discussed under grant applications, above.

9. Other business

a. Municipal election forum

Katie said that she expected we would continue the tradition of organizing a public pre-election forum. The closing date for nominations is April 13, and the election will be in May. She thought the forum should be restricted to mayoral candidates, since there were so many candidates for council. She said that since she's done it before she would undertake to organize it, contacting the candidates and arranging a moderator and a venue. This was agreed.

b. Signing authority changes

Cynthia reminded us we will need to organize changes with the credit union. It requires a copy of the minutes with the new executive, and all the signing officers to reinstate their status. Katie wondered how she could sign, given the broken arm she's contending with. This will need to be explored.

c. Trudy introduced the issue of the craft college's interest in partnering with the FAA on speakers. Specifically, and immediately, they have an opportunity to organize a public talk by [Keith Parent](#), a widely known set and costume designer, who will be in town on personal business, and are looking for help with a speaker's fee and arrangements. The college is bound by spending limits but with some help they might be able to work something out. They would support it with lots of PR work, as well. The question is whether we'd be interested in exploring this. It was agreed that we would be interested, and that we should set up a committee to work with the college (and that Trudy should be a member of the committee). Katie wondered whether we should set a limit on how far we'd be prepared to go with supporting it – perhaps \$1000 or \$1500? Cynthia said that seemed reasonable. Trudy said that she was used to bargaining, and that she would work to keep fees well below the limit. Penny was also willing to serve on the committee. Heather said she would be willing, but only if she were not on the Art off the Streets committee, to which she didn't feel she had much to contribute. Penny said that with Bruce doing one of the projects and Dan just getting his feet wet that it would be best for her to stay on AoS for now. Heather agreed. Katie asked for a motion; Trudy moved that the FAA board express interest in participating and that we should allocate potential funding of not more than \$1500 for the project. Bruce seconded, and the motion carried.

10. Time and date of next meeting

After some discussion it was agreed that the next meeting will be April 13, at 6:00, in the Co-op board room.

11. Adjournment at 7:55.

Russ Hunt
Secretary