

FAA Board meeting minutes
Wednesday, April 13, 2016, 6:00 p.m.
Film Coop Boardroom

Present: Allen Bentley, Sabine Campbell, Katie FitzRandolph, Will Forrestall, Bruce Gray, Russ Hunt, Heather McTiernan, Tony Merzetti, Cynthia Ryder, George Strunz

Absent: Trudy Gallagher, Penny Pacey

1. Call to order at 6:06

2. Confirm meeting times

Katie said that it seemed on the basis of the email discussion that 6:00 Wednesday was preferable to most and at least acceptable to all, and that the second Wednesday of the month seemed best. Cynthia moved that we adopt that practice, Bruce seconded, and the motion carried.

3. Minutes of March board meeting

Cynthia noted one error; she had not been confirmed as secretary, but as treasurer. Russ moved adoption of the minutes with that correction, Cynthia seconded, and the motion carried.

4. President's report

Katie summarized her [report](#) as circulated, noting that the first Art Off the Streets project was now completed (by Bruce). Allen wondered if the revised documents for the Artists in the Schools project should be sent to Dianne; Katie said they should. With regard to the election forum, Katie said that it had been publicized at the "Culture Connect" at the Playhouse earlier, and urged everyone to do their best to get people out, as the more people attending the more it lets the candidates know that art matters. She also reiterated her request for volunteers to help with the refreshments; Cynthia volunteered, and Will said that he'd help if people let him know what needed to be done. Katie moved acceptance of the president's report, Bruce seconded, and the motion carried.

5. Treasurer's report

a. Membership report

We have 71 members currently, with 19 new and 52 renewed as compared to a total of 74 members for 2015. 22 persons and organizations have not yet renewed. Katie said it would be a good idea to check organizations who haven't renewed their membership, and perhaps simply invoice them.

b. Financial

Cynthia summarized the [March statement](#) as circulated on email. The best news, she said, was that the \$6000 grant from the city was in, and that we are in pretty good shape. Katie reported that Angela Watson had told her that there is another grant coming from the city, for three or four thousand dollars for the Artists in

Residence program. Cynthia said it hadn't been deposited yet, and said she'd check with Angela.

Russ asked about the membership report, and wondered why so many people hadn't renewed their memberships: was it that they didn't know what they were for? He wondered, too, what our rationale for having members was, if we only have about 70; it's not financial, clearly. Some discussion ensued; the suggestion was made that many people thought of it as a donation, or more generally a way to support our activities. Bruce wondered if we could put their names on the Web site, as supporters of the organization. At least that would be some recognition. George wondered whether they would want that. Russ said it wouldn't take much to write all the members and ask their permission. Bruce said we might put that as an option on the membership renewal form next year. Russ agreed that would be a good idea, but thought we should go ahead with an email now rather than wait eight or ten months. Cynthia moved that Russ should be on the membership committee; Katie seconded, and the motion carried.

c. Bank signatures

Cynthia explained the process; all the executive members need to make an appointment at Omista to become accredited signers (the phone number is 458-8844). Tony said that he thought the credit union needed a copy of the minutes, and perhaps a letter, before signing people up. Russ said that he would take the minutes to a meeting along to an appointment he had at Omista tomorrow morning. Katie said that if they need a letter, as secretary he could probably supply one.

6. Website/Facebook

Russ explained that yet again nothing much had happened with the Web site, because of the amount of time dealing with the new distribution system for the *ARTSnews* had taken up (specifically, solving the problem that Bell Aliant's email system had started blocking specific addresses from receiving the newsletter). He reported that after some effort, he had finally made contact with someone helpful – remarkably so – at Bell Aliant, and due to her continued and persistent efforts had finally got the problem to the attention of the internet security people at Bell Aliant, who had found a way to remove the block. It was urged that he find a way to write a letter to the helpful support person at Bell and her superior to say what a great job she had done (and copy the board). He said he had that on his list of tasks.

Some discussion of the status of the Web site ensued; it was agreed that the Web site committee would need to update its appearance and that Jean Rooney should be contacted about getting the original graphics she had created. Russ said that he had done some touching up of the site, but was limited because he didn't know how to edit the Wordpress structure of the site, so had to do it page by page. He noted that he had added a line to the main page telling people that “our Web site is primarily a source of information” and that “for current news and conversation” they should visit the Facebook page.

Katie noted that the Facebook page was still advertising the Gala, and it was agreed that a new background image should be put up asap.

7. Pay for Bridget

There was extensive discussion of the history of the position, of the grant in support of it and the way it had become, through Katie's efforts, part of the city's budget rather than an annual grant. There was also discussion of the ways in which the editor's position had changed, partly because of the new distribution method and partly because of the possibility of reshaping the newsletter into an HTML document included in the body of each email (expanding Bridget's initiative of including an outline form in the body of the email). It was agreed we need a committee to oversee the *ARTSnews*, and that the committee might meet with Bridget to work out how much her workload has increased. The point was made that since we set the current rate almost everybody else has received a raise in pay; also that we could request that the city increase the amount of the annual grant, and if the committee met with Bridget and substantiated the case for an increase we could use that information as part of a request for an increase from the city. Katie said she could discuss that with Angela.

Tony raised the argument that there are other ways to raise money – that, for instance, we could invoice non-members of the FAA to advertise in the *ARTSnews*. Sabine agreed, saying that organizations should pay more than individuals. It was agreed the (as yet hypothetical) *ARTSnews* oversight committee should pursue this as well.

George Strunz noted that Marilyn Noble currently circulates a newsletter with local events, and suggested we should be in touch with her. Russ said that George should send him the information, pointing out that he's recently added links to other sources of event information – ArtslinkNB, Grid City, Music Runs Through It, and the Fredericton events calendar – to our main page.

8. Programs/Issues

a. Artists in the Schools

Allen had copies of the new guidelines and forms and outlined some of the improvements; he'll send them to Russ who will make them available on the Board Web page. He wondered if we had a policy for budgeting for travel and food; Katie said that as yet we don't but need to. Allen said that we need to get the publicity going pretty soon; Katie said that first we need to meet with the school district people, and that the committee – Katie, Allen, Sabine, and Trudy – should meet and set that up.

b. Off the streets

Bruce reported on the first project, which had been completed that day, with the last of four four-hour sessions. What's left now, he said, is for him to frame the completed projects and arrange for the creators to sign them and take possession. There was extensive discussion of how well the project seemed to have gone and how pleased we were with it. Bruce said we'd be getting a full report. He mentioned a concern with insurance: he'd been assured on a number of occasions that there would be insurance, but when he got there the first day there was a waiver for everyone to sign, absolving organizers of any responsibility – and no insurance at all. He circulated the waiver. Heather that this was an issue that

Trudy might know something about: there had, she understood, been similar problems with the EdVentures program.

Sabine wondered if, going forward, we could get more people involved in this particular piece of the program. Bruce said that he thought, for this sort of project, two people was about all that one leader could handle; they needed a great deal of help and supervision. He noted that this was the first activity held in the new MakerSpace, and there had been a few glitches but that it had gone very well. Katie said everybody should be delighted and we were looking forward to his report.

c. Gala

Sabine said there was a meeting scheduled for Monday afternoon. She said Marie Maltais had begged off, as she was so busy. There would be more to report after the meeting, but they were thinking about Alex Bailey for music and for keeping the “For Art's Sake” theme. Appropriate dates seemed to be October 20 or 27. Katie said she'd check on dates when making final arrangements for the election forum.

d. Artists in Residence

There is as yet no call for proposals. Cynthia wondered if we know yet about the dates. Katie wondered if we have a committee set up. Heather wasn't sure she should be on it. Katie asked Will if it were something he'd like to be involved with; he agreed. Cynthia said we need previous forms. Russ said the ones for 2014 were on the Board Web site, and asked if anyone had the ones for last year; they should be up too. Heather said she might have them, and almost certainly Penny would. There was some discussion of the summer student position, grant application, etc.; Heather said she'd check on the status of the grant.

e. *ad hoc* committee on travel and meals policy

It was agreed that the committee would be Bruce and Cynthia.

9. Committees

Lengthy discussion ultimately yielded the following tentative list of committees (chairs in **boldface**):

- a. Grants: **Katie**, Heather
- b. Art Off the Streets: **Penny**, **Katie**, Dan, Heather
- c. Artists in the Schools: **Allen**, Katie, Sabine, Dan, Trudy
- d. Artists in Residence program: **Katie**, Will, Derek
- e. Summer Student: **Heather**, Katie, Cynthia
- f. Member engagement: **Heather**, Cynthia, Trudy, Bridget
- g. Social Media / Profile enhancement: **Cynthia**, Derek
- h. Web page: **Russ**, Tony, Jean
- i. Gala / Events: **Sabine**, George, Tony, Allen, Katie
- j. ARTSnews: **Russ**, Tony, Katie
- k. Travel / meal policy (ad hoc): **Cynthia**, Katie, Bruce

10. Other business

Katie said that she'd been thinking she'd like to reinstate the potluck dinner for the new Board, and also that she'd like to wait to do it till her arm improves. She suggested June 11 as a tentative date. It was agreed this was a good idea, and that there would be no bean salads.

11. Next meeting

As agreed earlier, the next meeting will be May 11, at 6:00, in the Co-op board room.

12. Adjournment was moved at 7:40.

Russ Hunt
Secretary