

[DRAFT]
FAA Board meeting minutes
Wednesday, February 20, 2019, 5:15 p.m.
Film Co-op Board Room
Charlotte Street Arts Centre

Present: Don Bossé, Will Forrestall, Katie FitzRandolph, Russ Hunt, Kitty Maurey, Tony Merzetti, Penny Pacey, Gary Weekes

Absent: Allen Bentley, Sabine Campbell, Heather McTiernan,

Guest: Nichole Saunders

1. Call to Order

Katie called the meeting to order at 5:20.

2. Introductions

Potential new member Nichole Saunders was introduced.

3. Approval of the Agenda

After Russ suggested adding “membership” to Other business, Will **moved** approval, Gary **seconded**, and the motion **carried**.

4 (originally 6). President’s report

Katie reported that we have submitted two applications for summer students – the usual federal summer employment grant, and the provincial SEED grant. She said that since she’ll be away during the hiring and training process, we’ll need to set up a hiring committee. She asked Kitty if she would consider chairing the hiring committee. Kitty agreed. A number of people volunteered to serve on the committee; Kitty said we should probably wait till we’re bit closer to the time work will need to be done, probably after the AGM. Katie agreed, but said it’s important not to let the process fall through the cracks. Don wondered when the job starts; Katie explained that the summer events coordinator job starts before the Artist in Residence gets underway in the Barracks, but the possible media coordinator one is flexible. Kitty said she thought that one was limited to eight weeks, in any case. Don wondered whether we were limiting it to university students. Katie said it’s important to remember that for the events coordinator one we’re looking for really strong communication skills and ability to work independently, so it’s unlikely a high school student would be qualified. Gary wondered who the student would be working with; Katie said the way it’s worked in recent years, mostly with her, but that a lot of the job is really self-directed. She said we’re still looking for office accommodation; in previous years summer students have been housed at Renaissance College, or the Arts NB offices above Isaac’s Way, or at Planet Hatch. None of those are going to be available this year (neither Renaissance College nor Arts NB have room; Planet Hatch have said they’d need \$200 a month). Nichole wondered about space at the NBCC. Russ said that a problem last year was simply the distance between Planet Hatch and the Garrison District; that clearly wouldn’t be an issue in that case. Gary asked whether the student works alone? Katie said yes, although this year, if we’re able to hire a SEED grant holder to work on media, they might well work together, in which case we might need more space. Katie said what we need comes down to a desk, WIFI, and a roof. Nichole said it sounds very much like the NBCC should be able to offer us something, and said she’d take it up with her director. She noted that the NBCC is cooperating with the library and that that might spring some space.

Katie said that the most immediate thing is to prepare the job postings, and we should start by looking at last year's to see what needs to be updated and revised. Kitty said she'd help. Katie said she'd take a look right away and start the process.

5 (originally 7). Schools Program

Will said that the Bliss Carman project is going well, and that Richard Flynn's project at Cambridge-Narrows is also underway. He said that he'd be in touch with Natalie Sappier about the Bliss Carman project soon. Will also passed around copies of the reports from Harold Peterson and Nashwaaksis Middle School projects. Gary asked about scheduling of the Flynn project; Will said that there was a need to work outside, so it would mostly happen in the spring term. Gary wondered whether there were time limits; Katie explained that we can be flexible about that, given the terms of the various grants. [At this point, Tony arrived.] Katie asked Don what he'd learned about the Canadian Federation of University Women proposal; he said he'd been in touch with Beth Christie about it but hadn't heard back yet. He said he'd remind her. [At this point, Gary left the meeting.]

6 (originally 5). Treasurer's report

Tony summarized the [monthly statement](#) and the [forecast](#) (which, along with the [cheque register](#), had been circulated via email. He noted that, in keeping with tradition, the forecast assumed we wouldn't make anything via the Gala, which is conservative but unlikely. He **moved** acceptance of the report, Will **seconded**, and the motion **carried**. At this point, Russ noted that we had not yet approved the minutes of the last meeting.

7 (originally 4). [Minutes](#) of January 16 board meeting

Approval of the minutes was **moved** by Russ, **seconded** by Don, and **carried**.

8. Grants

In Heather's absence, Katie said things were moving along normally.

9. Art off the Streets program

Will reported that things are in pretty good shape – planning is moving along. Katie said that was good, because we need to spend the money we've been granted.

10. Artists in Residence

Katie said we need to start planning for 2019, as the call for artists usually goes out in March. We'll need to announce the residencies and start thinking about lining up a jury. Russ said he would make last year's call for artists available, and Katie said she'd start updating it. Don wondered if he could get a bit more background about the project. Katie explained that it's one of our signature programs, like the *ARTSnews*, and outlined how it works, beginning with a call for artists, the selection of the best proposals by a three-member jury, the creation of a schedule for two artists to share the Casemates space for each week it runs during the summer, and the supervision of the project during the summer, normally by the summer student.

11. Gala 2019

Katie said we should be getting this organized pretty soon. It's important because it's what gets us money that we can spend flexibly (for instance, topping up the *ARTSnews* editor's pay beyond the City grant). She said that Sabine has chaired the Gala committee for many years, but has said she does not want to do it this year, though willing to work on the committee. Katie explained the process, from securing the art for the

auction (and things for the silent auction), arranging the entertainment, drinks and food, decoration of the auditorium, etc. She explained, too, that the artists are not donating their work: we're acting as an intermediary to sell it. The artist can choose to take half the sale price or a tax receipt for the donation, and can also state a floor price below which the piece can't be sold. Tony explained that if the piece sells for significantly more than the artist's stated value, the buyer can receive a tax receipt for a percentage of the excess, on the ground that it constitutes a contribution to the FAA. Russ asked whether that has happened; Tony said it had, twice this year. Nichole said they have lots of students looking for opportunities like this. Katie said good, but cautioned that it's important to remember we have a commitment to showing quality work, usually from established artists, so that we can attract people to the Gala who are interested in buying.

12. Other business

a. New Board Members

Katie said that we have two new members already, Gary and Don, and it seems that Nichole is interested (Nichole agreed that she is). Katie said we've also had expressions of interest from Laura Beth Bird and Book Sadprasid, as well as Myrna Gunter. From the 2018 Board we are losing, or have lost, Tahlia, Krishna, Russ, Penny, Allen, and George. Kitty said she might count as a new member as well, since she joined after last year's AGM.

b. AGM – refreshments

The AGM being a week from tonight, Katie said, we need to finalize arrangements. She wondered if Tony could handle pizza again. He said there might be a problem with timing, and with the need for the Treasurer to handle memberships at the door; Kitty said she could handle that. Tony and Kitty are to work out logistics with Milda's Pizza; it's not clear whether they'll be open at the time, so last year we needed to work out a convection oven to reheat the pizza.

Katie said she'd ask Sabine whether she can make arrangements to get beer from Picaroon's. The question was raised about how many we can expect to attend; this is, as always, not predictable.

c. Memberships

Russ said that he thought perhaps there might be a few more at the AGM, as he had done a fair bit of emailing over the last week, urging people to renew their memberships, subscribe to the *ARTSnews*, and attend the AGM. The email (the text of one version is [here](#)) had also explained that memberships can be renewed online, via PayPal. Tony said he thought the emailing had had an effect, as we have had many more renewals of membership this year than last. Russ said that we also now have the possibility of Interac email transfers for renewals.

Russ said that he thought at some point, not now, we should discuss whether there's something we can offer members beyond the satisfaction of knowing they've supported the organization. Don suggested we could offer members a discount price for Gala tickets; Katie said probably we should raise the price for non-members. Kitty wondered about a draw for members only. Don wondered whether it would be possible to sell ads in the *ARTSnews*. Katie said that there would be a problem, because the City supports the newsletter via a grant, on the ground that it's free; if we charged for ads the City would probably stop funding us. Don wondered, though, whether institutional "support" ads, like those in music or theatre programs, would be okay. It was agreed we should explore such possibilities.

Finally, Katie reminded us we need documentation – e.g., agenda, minutes of last year's AGM, and any relevant reports for the AGM. We don't have a nominating committee; Kitty noted that last year the committee had in practice been Allen, who wasn't at the meeting, and Katie had simply announced the recommendations of the nominating committee.

13. Adjournment

On motion, the meeting was adjourned at 6:36.

Russ Hunt
Secretary