

## **Minutes of the Cowichan Valley Performing Art Foundation Board**

January 13, 2016

### **Agenda:**

- I. Call to order
- II. Approval of minutes from last meeting, December 2, 2016
- III. Business Arising From the Minutes
- IV. New business
  - I. Budget
  - II. Update on Video (Michelle)
  - III. Errant application (Sarah)
  - IV. Upcoming fundraisers (Group)
  - V. Helper this weekend (Jennifer)
  - VI. Speech information for memorial concert (Jennifer)
- VII. Clements Centre T-shirts
- VIII. Baskin Brussell Family (Sarah)
- IX. By-laws Compliance (Jennifer)
- X. 5050 (Emily)
  - I. Other Items
  - II. Adjournment

### **Attendees:**

- Gregg Perry
- Sarah Morden
- Emily Clements
- Olivia Boudreau
- Jennifer Pelton
- Nikki McLarty
- Joyce Scott

## **Opening:**

The regular meeting of the Cowichan Valley Performing Arts Foundation was called to order at 12:12PM on January 13, 2013 in the Firehouse Wine Bar by Olivia Boudreau .

## **Approval of Agenda**

The agenda was unanimously approved as amended.

## **Approval of Minutes**

The minutes of the previous meeting were unanimously approved as distributed. MOVED/SECONDED: Boudreau/Pelton

## **Business Arising from the Minutes**

None.

## **Treasurer's Report**

Emily distributed and spoke to the report. Total available funds is \$629.97. The report was received as circulated. (MOVED/SECONDED: Gregg Perry/Joyce Scott)

## **New Business**

### I. Budget

Sarah suggested some changes and will circulate an amended version for approval by email.

### II. Update on Video

Sarah reported on the next steps for the production of the video on behalf of Michelle. Discussion involved including stories so that the video doesn't give the impression that we are only supportive of dance. It was suggested that we consider a recommendation from a recognized community member (e.g. Jen Woike).

### c. Errant application

Sarah outlined the history of the application from Olivia Waugh that was apparently overlooked. Sarah said that she will tell the family that they will be first in line when the grants in aid come in.

### d. Upcoming fundraisers

Olivia said that we intend to publish a newsletter after each meeting, in part, to communicate upcoming fundraisers. Nikki spoke about "Paint Nights" and receive our encouragement to explore the idea further. Thrifty Smile cards was also recommended as an ongoing source of funds. Restaurant loyalty invitations where the designated restaurant donates x dollars on presentation of proof of attendance at a performing arts performance. Olivia suggested that we look into volunteering to help unload at SunFest because they will then donate to our organization and provide free day passes.

### e. Helper this weekend

Jennifer described the memorial for Ross Wristen, from which we will receive half of the gifts given in memoriam. Jennifer has reconsidered whether we need more help as she will be in attendance.

f. Clements Centre T-shirts

Olivia reminded us that we approved the purchase of Clements Centre T-shirts and that we have selected a tie-dyed pattern, the total cost for which was \$67.48.

g. Baskin Brussell Family

Sarah recounted the changes in the situation for the Baskin Brussell family that requires them to find a new instructor here in the Cowichan Valley instead of Victoria.

h. By-laws Compliance

Changes to the Society Act require us to amend our by-laws in order to comply. Jennifer will prepare the recommended changes for our approval.

i. 5050 Approval

Emily had the report for the Treasurer's signature. We were asked to volunteer to for this task in the future.

**Adjournment:**

Meeting was adjourned at 1:40.

Minutes submitted by: Gregg Perry