

# CVPAF Board Meeting 201706

June 2, 2017 12:14 PM

## Attendees:

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

## Opening:

The regular meeting of the Cowichan Valley Performing Arts Foundation was called to order at 12:13PM on June 2, 2017 in the Firehouse Wine Bar by Olivia Boudreau .

## Approval of Agenda

The agenda was unanimously approved as amended. MOVED/SECONDED: Olivia/Emily. Carried. Added Financial Report (to be distributed with minutes).

## Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed. MOVED/SECONDED: Sarah/Joyce. Carried.

## Business Arising from the Minutes

### a) Update on Video

Maeve McGuire has agreed to help us write the script in Michelle's absence. Gillian Duta will record the voice over.

### b) Communications/Publicist

Sarah added that we are looking for someone to take on the role of Publicist/Communications for our organization as Michelle Fry is stepping out of that position. This position acts as liason with SunFest. Emily and Olivia will stand in for the meantime until a person is found.

### c) Island Savings Update

Olivia sent out a letter for distribution to our social networks to encourage them to vote. We are competing against a worthy group that feeds children in our valley. We are hoping to develop an instrument library (\$30,000 for Cowichan Kids Musical Instrument Library and \$20,000 for bursaries.)

### d) Show promotion of grants

MOVED/SECONDED: Joyce/Emily That copies be made of the letter and distributed through the Carlson Dance Studio program. Carried. Joyce was tasked with making the copies and submitting the bill for reimbursement.

e) 50-50 Update

Judy Hogg made \$100 through her 50/50. Olivia will send out another email asking for volunteers to run the 50/50 for us. We will leave two tickets at the Box Office for the volunteers for each of the shows for Carlson's and Adagé.

f) Sunfest Update

Sarah and Olivia have been working on this. They have designed the intern applications. They have spoken to Ira at Khowhemen and Cathy Lassche. Looking for a few more students for this whose parents are okay with their children's being included in a video promotion.

## **New Business**

a) CVAC News

Meeting with the CVAC board regarding funding. Interested in partnering on a fund raising event. They are motivated to distribute their funds. TD Bank supported CVAC for five years but has stopped this year, which suggests that they might be open to another arts organization's application for funding.

Gregg has just been elected as a Director on the CVAC board.

b) Finance and Communication

Emily shared a thank you note from Celeste Borjeau for a bursary. She reported that North Cowichan declined our application for funds and that the CVRD gave us \$8,000.00. Joyce will contact Dolores Wagg about a cancelled cheque. Emily reported that our 50/50 license had been mistakenly issued for two years, so we have to resubmit for 2016, but this does not affect our license for 2017.

c) Dicken's Christmas Carol

Gregg offered to investigate the possibility of having a CBC-sponsored fund raiser at the Cowichan Theatre on the last Friday of November.

## **Adjournment:**

Meeting was adjourned at 12:36 by Jennifer Pelton. The next general meeting will be at noon on July 14th, 2017 at the Old Firehouse Wine Bar.

Minutes submitted by: Gregg Perry