

Minutes

Peace Liard Regional Arts Council

Regular Meeting

May 05, 2012 Chetwynd

9:30 am Community Reports: Julia Nelson from the interim Chetwynd CAC joined our morning session. It was wonderful to meet her and to hear that the Chetwynd council is going to be refreshed and revitalized. The interim board will be holding an AGM on May 24th at which time they will pay for their PLRAC 2012 membership and apply for the Leadership grant as the council is lacking start-up funds. It sounds like the new people have a lot of energy and enthusiasm. We look forward to having them on our regional board.

Regular Meeting

Call to Order at 1:05

Those present at the commencement of the meeting: Lisa Bush, Alana Hall, Pauline Casselman, Sue Popesku, Maureen Sywolos, Rosemary Landry

Regrets: Bill Lindsay, Sherry Berringer

Recorder: Patricia Markin

1. Approval of Agenda: Pauline/Alana
2. Approval of Minutes from Previous Meeting: accepted as presented Alana/Maureen
3. Business Arising from Correspondence: none
4. Old Business
 - a. RJAЕ:200 pieces/new people entering/NLC culinary class will provide food for Friday night opening reception/economic development commission grant in progress/Saturday & Sunday workshop with Sabine Schneider/Saturday evening poetry-music in the Aboriginal Meeting Place at the Northern Lights College/Red Moon Road Sunday concert/just last minute details
 - b. Fee for Service contract:
MOTION: Sue/Pauline: to change contract name from JPJ Holdings to Patricia Markin Carried
 - c. Website:
MOTION: Pauline/Maureen: To purchase through Angela a one year subscription of weekly email digests (e-blasts) for the PLRAC website starting as soon as possible Carried
5. New Business
 - a. Food for Thought: Workshops for future meetings: TR meeting: ask Sherry to do a workshop on grant writing as BCAC grants apps will be coming up soon/ fundraising/volunteer management/board governance/social media/Pat will contact Sue Kenney of Economic Development Corp. for contacts and possible workshops
MOTION: Sue/Maureen: To have an honorarium of \$150 for a 1 ½ workshop Carried
 - b. ArtsBC discussion: being a member associates us with a broader organization despite the fact that they consider the PLRAC to be a threat to their chances for BCAC funding/a letter of support to ArtsBC from CACs with a cover letter from the PLRAC to try and show them what we are about

6. Reports

- a. Treasurer (Alana): as presented by Pat
- b. Coordinator (Pat): included with minutes
- c. President (Lisa): helping Pat/ArtsBC conference rep. for PLRAC
- d. Community Theatre Liaison (Sue): thank you for contribution/dates of festival .../new theatre co. in FSJ/putting a call out in the regional for entries
- e. BCTC (Bettyanne): despite funding cuts they had best ever Pacific Contact/support letters to be submitted (email report)
- f. ArtsBC (Pat): conference report submitted/Sue: perhaps in future someone could go into one of the sessions in-depth?-showed brochures from various ACs
- g. Aboriginal Liaison (Thersea): n/a
- h. Visual Arts Liaison (Donna): n/a
- i. Alaska Highway Community Society (Sue/Pauline): society is having difficulties

Adjournment: 2:52 pm

President _____

Recording Secretary _____

May 05, 2012

Co-ordinator's Report

Peace Liard Regional Arts Council

Since the February meeting I have been conducting regular business of the regional council. I also:

- Sent a grant application requesting \$3500 from the Northern Rockies Regional Municipality
- Filed Annual Society registration
- Filed new direct deposit forms to the BC Arts Council
- Arranged with accountant to file annual Charity Tax forms
- Attended the annual ArtsBC conference and attended all board meetings
- Continue to work with Angela on the website
- Sent emails to the interim president for the Chetwynd Arts Council

Respectfully submitted

Patricia Markin

ArtsBC
2012 Annual Conference
New Westminster
Session Notes

Submitted by
Patricia Markin

Friday Morning, April 20th

Gaining Ground: Knowledge Exchange for Building on Success

Essential principles that make a project happen

1. "Joining Hands"
 - how to sustain (adults with disabilities)
 - Target those you want to
 - Develop individual creativity and skills
 - Promote inclusion through active engagement
 - Boost self esteem
2. Build and Maintain Effective Partnerships
 - Build solid partnerships
 - What do you offer that is singular? special? unique?
 - Develop a strong strategic plan with key players
 - Be open and inclusive
3. Conduct Savvy Surveys
 - Multiple choice
 - Easy to answer
 - SurveyMonkey.com is a good resource
4. Self-Guided Art Walks
 - Showcase artists in their studios
 - Have a map
 - Arrange demos
 - Call for Artists: brochures/banners/signs with #s/posters
5. Advantages of Art Rental Program
 - Need a business plan/space/grant money
 - On-line gallery with links to artist's websites
 - Rental is affordable and takes away the fear of buying
 -

Extra Notes on Surveys

-What is the reason for the survey? What would entice people to fill it out? How will it be distributed? (hard copies handed out to various venues and events, special occasion like an anniversary), use the front page of your website on the brochure/encourage board members and volunteers to promote/prioritize topics

-How will the survey be set up? Duration-3-4 months, how long do you want it to be in circulation?/could be done every few years to compare/must be user friendly/wording is important.

-How will the information be used? To create programs and workshops? To help with grant applications?

-Cost? SurveyMonkey.com is free to a point. 'Gold Standard' costs but you get more value. You sign on and can then browse responses, there are sample questions on the site. The format is short and easy to analyze.

Community Artists- "the process is as important as the result"

Friday Afternoon, April 20

Building Better Communities

-Look for ways to engage your community

-Identify 'Entry Points' in relation to community needs: economic/social/cultural/environmental and would they be on a casual/personal/professional or partnership basis? Because there are things happening around our community that we don't recognize as opportunities until we focus on them.

-Arts Advocacy involves the public and private, endeavouring to teach and engage.

- look for opportunities to revitalize public art in the community by being attentive to the details within your community. Public art can happen in empty buildings, on electric boxes, fire hydrants, crumbling cement walks. Public art does not have to be the 'plaza fountain'.

-Work from your strengths/use conflict as an opportunity to grow/value added: what's already going on and what can we do to add to it?/ be aware of the 'language' of other groups/heritage is a good entry point for history of the arts/network: have a curiosity of what others are doing

Note: this presenter had an artist with him who created a 'Visual Recording' of the session. The artist creates a visual illustration of a community dialogue to reinforce the meeting. She has

created recordings for social awareness, strategic planning, conflict resolution, social research, public input for grant applications, creative expression

Saturday Morning, April 21

1. Arts and Health Network of Canada

A & C Network of Canada was created to promote health and wellness. As a member you can join online workgroups. You don't have to do anything, just have an interest.

-is trying to reconnect health with arts

-statistics show a marked improvement in senior health when engaged in art

2. Understanding Financial Statements: The Case of the Troubled Society

There are ten pages of handouts that I will photocopy for anybody who would like them.

Two good points:

1. Your society is most likely to survive if: you have long term financial planning, you are diverse, and you can rationalize expenses
2. NEVER make decisions that are not transparent and that you do not feel comfortable with.

Saturday Afternoon, April 21

1. Marketing the Arts

Resources:

'Duct Tape Marketing: The World's most Practical Small Business Marketing Guide' - John Jantsch

"We Are All Weird" - Seth Godin

-accent what you do best

-connect with the 'audience': you want them to *know you, like you, trust you*

-identify and solve your market's needs or wants

-identify your ideal customer: name/age/sex/occupation/income/educational level/ interests and hobbies/ travel preferences/ artistic likes/life goals/ desires/fears. Create a database with the information (may be more or less depending on your expectations) and write a short paragraph about the customer.

2. Minimizing Risk: Legal Pitfalls for Non-Profits

Resources:

- Charity information: Charity Central/Terry Village
- Dalhousie University website: has a tool to clarify 'legal responsibilities of board members'
- <http://www.artistslegaloutreach.ca>
- Employment Standard Website: gov.bc.ca
- HR Council for the Non-Profit Sector toolkit: <http://www.hrcouncil.ca>

-know when to engage a lawyer and do not be afraid to do so

-don't collect personal information you do not need: PIPA (Personal Information Protection Act) <http://www.bclaws.ca> or if you go a search with PIPA you get a link directly to that page.

-do not share donor lists with other groups

-should not allow pre-signing of blank cheques requiring two signatures

-You have an AGM coming up. You should: check your bylaws for when you have to give notice/make sure last year's minutes are available

-board members should review the Charity Tax Return T3010 form before it is sent off

Minutes

Peace Liard Regional Arts Council

Regular Meeting

February 18, 2012, Dawson Creek

9:30 am While waiting for Angela members had informal community reports.

Thank you to Theresa Meldrum for arranging the Aboriginal Gathering Place for our meeting.

10:00 am Angela Fehr website presentation and workshop

Regular Meeting

Those present at the commencement of the meeting: Rachel Thompson-Fort Nelson, Pauline Casselman-Dawson Creek, Lisa Bush-Fort St. John, Sue Popesku-Fort St. John, Sherry Berringer-Tumbler ridge, Maureen Sywolos-Tumbler Ridge, Alan Hall-Dawson Creek

Regrets: Theresa Meldrum

Recorder: Patricia Markin

1. Call to Order at 2:02:
2. Approval of Agenda: Alana
3. Approval of Minutes from Previous Meeting-October 1, 2011 For Nelson Rachel/Pauline
4. Business Arising from Correspondence
 - a. Pat will fill out the registry form and send
 - d. it was decided to decline membership to the Canadian Conference of the Arts
 - i. Zone Festival sponsorship

Motion: to sponsor the Peace River Zone Theatre Festival in the amount of \$500. Sherry/Rache/Carried

5. Old Business
 - a.
 - b.
6. New Business
 - a. Fee for Service contract was accepted with changes
 - b. Leadership applications from CACs were accepted and cheques issued
 - c. Membership Dues were accepted from all the CACs
 - d. Discussion of board's role in the RJAE. It was decided to create a new line item in the budget under the RJAE Exhibit section. The new line will be 'Artist Development'

and the amount designated (\$300) will be for the purposes of sponsoring a professional development workshop to be held each year at the annual exhibit.

- e. Chetwynd Arts Council: there was a discussion on the state of the arts in Chetwynd. According to Yvonne there was some indication that there are other people interested in creating a new community arts council. It was thought that it would be good to contact these people and let them know that the PLRAC is on hand to help them should they form an official group.

7. Reports

- a. Treasurer(Sue): see AGM minutes
- b. Coordinator (Pat): see minutes
- c. President (Lisa): has kept up ongoing communication with Pat regarding PLRAC business
- d. Community Theatre Liaison (Sue): this year's drama festival is May 15 to 20 in Fort St. John. There will be four plays, director/actor workshops. Fort Nelson has requested that Stage North tour their play to the Phoenix theatre. A regional summer theatre school will be held July 30 to Aug. 11 at the Arts Post. Interested local drama groups are encouraged to participate. For Nelson is interested in a portable stage.
- e. BCTC Rep (Bettyanne): has been forwarding newsletter to Pat who forwards them to PLRAC members
- f. ArtsBC: see coordinator's report
- g. Aboriginal Liaison(Theresa):
- h. Visual Arts Liaison (Donna)
- i. Alaska Highway Community Society(Sue/Pauline)

Adjournment: 3:16 pm

President _____

Recording Secretary _____

MINUTES
PEACE LIARD REGIONAL ARTS COUNCIL
ANNUAL GENERAL MEETING
February 18, 2012, Dawson Creek, BC

The meeting was called to order at 1:16 pm

Those present at the commencement of the meeting: Sherry Berringer-Tumbler Ridge, Alana Hall-Dawson Creek, Pauline Casselman-Dawson Creek, Rachel Thompson – Fort Nelson, Patricia Markin – Hudson’s Hope, Lisa Bush - Fort St. John, Sue Popesku – Fort St. John, Maureen Sywolos – Tumbler Ridge

Recording Secretary: Patricia Markin

Approval of agenda

Sherry

Approval of minutes January 3, 2011 AGM

Rachel/Maureen Passed

Annual reports

1. Financial Statements - Year End financial statements were circulated.

Motion: to accept the 2011 financial statements with changes regarding HST

Sue/Sherry Passed

Motion: to accept the 2012 Budget with changes

Sue/Pauline Passed

Election of officers conducted by Pauline Casselman

Motion that the following members were acclaimed

1. President	Lisa Bush
2. Vice President	Rachel Thompson
3. Secretary	Maureen Sywolos
4. Treasurer	Alana Hall

Appointment of Signing Authority and Auditor

The signing authority:

Lisa Bush, Pat Markin, Sue Popesku, Bettyanne Hampton

CS Office Services was appointed as the Financial Reviewer for the 2012 financial statements (as available).

The meeting was adjourned at 2:01 pm to the Regular Meeting