

MINUTES  
PEACE LIARD REGIONAL ARTS COUNCIL  
ANNUAL GENERAL MEETING  
January 19<sup>th</sup>, 2013 Fort St. John

The meeting was called to order at 12:46 pm.

Those present at the commencement of the meeting: Lisa Bush (Fort St. John), Pauline Casselman (Dawson Creek), Sue Popesku (Fort St. John), Rachel Thompson (Fort Nelson)

Regrets: Sherry Berringer (Tumbler Ridge), Maureen Sywolos (Tumbler Ridge), Brenda Maisey (Chetwynd), Naomi Larsen (Chetwynd)

Recording Secretary: Patricia Markin

**Approval of agenda**

*Sue/Pauline Carried*

**Approval of minutes February 18, 2012 AGM**

*Pauline/Rachel Carried*

**Annual reports**

1. President: Lisa Bush - attached
2. Treasurer: presented by Pat Markin/year-end financial statements circulated
3. Executive Director- attached

*Motion: to accept the 2012 financial statements*

*Sue/Pauline Carried*

*Motion: to accept the 2013 Budget with changes*

*Rachel/Pauline Carried*

**Election of officers conducted by Sue Popesku**

*Motion: that the following members were acclaimed*

1. President: Lisa Bush
2. Vice-President: Rachel Thompson
3. Secretary: pending until next regular meeting
4. Treasurer: Pauline Casselman

**Appointment of Auditor/Financial Reviewer**

CS Office Services was appointed as the Financial Reviewer for the 2013 financial statements (as available).

**Appointment of Signing Authority and Auditor**

The signing authority:

Lisa Bush, Pat Markin, Sue Popesku, Bettyanne Hampton

The meeting was adjourned at 1:53 pm to the Regular Meeting.

Minutes  
January 19, 2013 Fort St. John  
Peace Liard Regional Arts Council

10:00 am before the AGM Grant Writing Workshop: Sherry was not available so we shared information with Rachel from the Northern Rockies Community Arts Council (Fort Nelson) regarding this year's juried art exhibit as they are this year's hosts.

*Regular Meeting*

1. Call to Order: 2:07 pm

Those present at the commencement of the meeting: Lisa Bush (Fort St. John), Pauline Casselman (Dawson Creek), Sue Popesku (Fort St. John), Rachel Thompson (Fort Nelson)  
Regrets: Sherry Berringer (tumbler Ridge), Maureen Sywolos (Tumbler Ridge), Brenda Maisey (Chetwynd) and Nicole Larsen (Chetwynd).

Patricia Markin: Recorder

2. Approval of Agenda as Amended: *Moved by: Pauline/Rachel Carried*
3. Approval of Minutes from Previous Meeting: *tabled to next meeting*
4. Correspondence: listed on agenda
5. Business Arising from Correspondence: *none*
6. Old Business
  - a. Update on Archive Project: included in E.D.s AGM report/will contact museum to get contact list of people who may be interested or at least are in that line of work/Pauline may know someone interested in the job
  - b. Regional Initiatives Program: let your artistic community groups know about the grants available from the PLRAC/no applications have been submitted to date/three ads have been placed in the Northeast News.
7. New Business
  - a. Set date of 2013 Meetings: listed under Events on the Agenda
  - b. Executive Director Fee for Service Contract

*Motion: to accept the executive director fee for Service Contract Moved by Sue/Rachel Carried*

- c. 2013 Leadership Grants received for approval:

*Motion: to approve Leadership Grants as presented by the South Peace Community Arts Council, Fort St. John Community Arts Council and Northern Rockies (Fort Nelson) Community Arts Council.*

*Moved by Pauline/Rachel Carried*

8. Reports

- a. Treasurer: see AGM
- b. E.D. Report: see AGM
- c. President: see AGM

- d. Community Theatre Liaison: Theatre Festival May 14 to 19 in Fort St. John/is open to any theatre group/plans well underway/Theatre BC asked if FSJ would consider hosting 'ActoberFest' sometime within the next few years/Stage North remains the most active in the region
- e. BCTC Rep: sends out periodically by email which Pat forwards to contact list
- f. ABCAC Rep: rep pending send email to local arts councils for consideration
- g. Aboriginal Liaison: pending/Pat will find out if Theresea would like to remain our liaison
- h. Visual Arts Liaison: pending/Pat will find out if Donna would like to remain our liaison
- i. Alaska Highway Community Society: publication on designation of national historical site/2017 is 75<sup>th</sup> anniversary/We should be encouraging local arts councils to plan events for this special celebration/FYI: the Tourist Assoc. for this area is run out of Pr. George

Motion to Adjourn: 3:43 pm

Next Meeting: April 6<sup>th</sup> in Chetwynd

President \_\_\_\_\_

Recording Secretary \_\_\_\_\_

Regular Minutes

April 6, 2013 Chetwynd

Peace Liard Regional Arts Council

1. 10:00 am Grant Writing Workshop/Community Reports

Sherry presented the grant writing workshop after which we had community reports. It was exciting to hear all the things (fundraisers, calendar) that the Chetwynd arts council has done and all the plans they have.

2. Regular Meeting

3. Call to Order: 1:15 pm Those present at the commencement of the meeting: Maureen Swyolos, Sherry Berringer, Sue Popesku, Rosemary Landry, Lisa Bush, Naomi Larsen, Brenda Maisey, Pauline Casselman Patricia Markin: Recorder

4. Approval of Agenda: agenda approved as presented *Moved by: Sherry/Brenda Carried*

5. Approval of Minutes from Previous Meeting-January 19<sup>th</sup>, Fort St. John/ s/b Naomi not Nicole  
*Moved by: Sue/Pauline Carried*

6. Correspondence: listed on agenda

7. Business Arising from Correspondence

a. *Motion: to nominate Brenda Maisey as Peace Liard board representative to ArtsBC*  
*Moved by Sue/Sherry Carried*

b to e. see under New Business for motion regarding sponsorships

8. Old Business

- a. Archive Project Update: still looking for someone
- b. Policy Manual: see E.D. report
- c. RJAE Handbook: will be part of the Policy Manual
- d. Membership Dues

9. New Business

a. Applications for Funding: two for Regional Facilitation workshops and two for Arts Programs

*Motion: to donate \$500 to each grant applicant* *Moved by Sherry/Pauline Carried*

b. RJAE Update: brochures have been sent out

10. Reports

- a. Treasurer: see balance sheet and comparative statement. Pat will contact her accountant to change the line item of Liabilities for HST to a more appropriate allocation.
- b. Coordinator: enclosed
- c. President:
- d. Community Theatre Liaison:
- e. BCTC Rep:
- f. ABCAC Rep:
- g. Aboriginal Liaison:
- h. Visual Arts Liaison:
- i. Alaska Highway Community Society:

Motion to Adjourn: 3:15

Next meeting: Fort Nelson June 8 at 9:30/location tba

President \_\_\_\_\_

Recording Secretary \_\_\_\_\_

Regular Minutes  
September 14, Tumbler Ridge 2013  
Peace Liard Regional Arts Council

10:00 am Community Reports

Regular Meeting

Call to Order: 1:26pm Those present at the commencement of the meeting: Kit Fast(Dawson Creek), Pauline Casselman(Dawson Creek), Erin Hanna(Tumbler Ridge), Maureen Swyolos(Tumbler Ridge), Sue Popesku(Fort St. John), Rosemary Landry(Fort St. John), Lisa Bush(fort St. John)

Patricia Markin: Recorder

1. Approval of Agenda: agenda approved as amended *Moved by: Erin/Rosemary Carried*
2. Approval of Minutes from Previous Meeting-April 6<sup>th</sup>, Chetwynd  
*Moved by: Sue/Pauline Carried*
3. Correspondence: listed on agenda
4. Business Arising from Correspondence
5. Old Business
  - a. Archive Project Update: Melissa Holoboff has expressed an interest/Pat will follow up
  - b. Policy Manual: see Ex. Report
  - c. Exhibit Juried Review: thanks to Sue for the archive material organization/waiting to hear from Fort Nelson in order to tie up loose ends
6. New Business
  - a. Visual Arts Liaison: will have to review the job description/possibly next meeting
  - b. 2014 RJAE: review with Sue/May 5 to 30 pending/school journaling with Barb Daley to be incorporated/Sue has got a good start on the planning
  - c. Board Development workshop: review RJAE handbook draft and job descriptions for visual and aboriginal liaison/next meeting
  - d. Hudson's Hope arts council: covered in community reports
  - e. Annual arts calendar  
*Motion: to the increase the cost to produce a wall calendar instead cd calendar*  
*Moved by Pauline/Erin Carried*
7. Reports

- a. Treasurer: budget looks good as presented but still waiting for final figures from Fort Nelson for the RJAE
- b. Coordinator: enclosed
- c. President: attended opening reception for the RJAE and helped to hand out awards/assisted with the grant application to the BCAC
- d. Community Theatre Liaison: zone festival was good/disappointed that Tumbler Ridge did not participate/the Fort St. John high school submitted a play written by a student/
- e. BCTC Rep:
- f. ABCAC Rep:
- g. Aboriginal Liaison:
- h. Visual Arts Liaison:
- i. Alaska Highway Community Society:

Motion to Adjourn: 3:20

Next meeting: November 9<sup>th</sup>, Hudson's Hope

President \_\_\_\_\_

Recording Secretary \_\_\_\_\_

## E.D. Report

November 9, 2013

Since September's meeting I have been liaising between Sue and Bettyanne Hampton regarding booking of the North Peace Cultural Centre's gallery for the 2014 RJAЕ as Sue was away. The gallery has been booked and further details can be gotten from Sue.

Completed and sent away our BCAC grant application. This is the first time we are applying under art service organizations. We will not know where we stand in the 'big picture' until our application has been reviewed and either accepted or rejected.

Applied for our Encana grant using their on-line application form. No response to date.

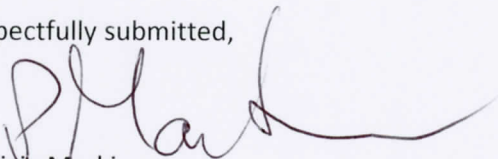
Worked on the draft of the RJAЕ Handbook.

Contacted artists for their information for the annual art calendar and have been working on the production of it with Denise at Tiger Printers. I was not able to get in touch with all the artists but I think the calendar has turned out good anyway. I updated the RJAЕ ENTRY FORM to include artist's email and website addresses so that they will be readily available for next year's calendar as websites become increasingly important. The winning artists will each receive a copy, each arts council will receive five copies to distribute and each year I give copies to our sponsors (BCAC, PRRD, NRRM and Encana) with a thank you letter.

Received and reviewed the final paperwork from Fort Nelson for this year's exhibit. Discussed with Lisa and Pauline the figures. All the winning artists and the adjudicators have been sent thank you letters.

Collaborated with Angela to get the winning RJAЕ images on the PLRAC website. Next will be to get the artist contact information (from the calendar) included also. As requested by the BCAC we have also provided a link from our site to theirs.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Patricia Markin', written in a cursive style.

Patricia Markin