

**Special Meeting**  
**General Overview and Planning of Events**

**Fort St. John Community Arts Council**  
**March 13, 2008 7pm ArtsPost**

**Wine Festival debriefing**

**Tickets** sold at \$45 each. 138 paid tickets in total (130 single tickets, 4 Rose package) plus 18 comp tickets divided amongst Bear (2), Energy (2), Hotel (4), Deb's Flower Hut (2), additional tickets given to radio (8) Tara V. Estimated total of 168 people at the event at one point in the evening since people came and went all evening

**Costs: Total costs \$9960.96**

\$778.50 Tara VanDyke Contract- 10% of revenue (no sponsors, Spirit of BC Week grant, ticket sales).

600 roses at Deb's Flower Hut

210 7 volunteers paid \$30 each (still need to be paid)

1100 est Tim Ellison fee of \$350, \$100 tool replacement \$100 flight \$650 (still needs to be paid, need an invoice from him).

250 material and other

875 entertainment Dana Manning \$250, In Roads \$500 Pian/viol \$150

450 est sound (need invoice from Systems by Trail

2045.53 wine

2917.23 Northern Grand

68.50est tickets printing

67.20 poster

550.00est advertising

39.00 license and tickets for 50/50 draw---not used

**Revenue: Total: \$7885.00**

\$500 Grant: Spirit of BC Week for venue

560 rose packages

6075 tickets sales

750 auction

**LOSS: -\$2075.96**

**In-Kind:** Astral Media \$3500, Poster design \$800, Room Rental \$500, Tim's Room \$175

**Wine Festival Successes:**

Décor looked great- black and white with red roses. Having the wine pre-poured was fast and plentiful. Wine Card is great for making notes on.

TARA... not sure what this means-- Good for the liquor stores' sales

Live entertainment appropriate. Maybe tone down the volume.

**Wine Festival Challenges:**

- Tim spoke too long (should have been two 20 minute talks, but became one 50 minute talk). This interfered with the food and wine pairings.
- Not enough volunteers
- Northern Grand will be charging a \$15 per bottle corkage fee next year rather than \$3.50 (this year's fee)
- Liquor store supplying the wines we want. They did not have them.
- Recycling glasses and bottles.
- Rose packages didn't work. Only sold 4
- 50/50 draw not done- we lost \$25 plus rolls of tickets cost
- Ticket sale location- Sold this year at Systems by Trail (charging \$1/ticket). Trail mentioned charging more next year to cover the costs associated with credit card machines.
- Cultural center is a preferred location as it supports the arts, however they charge 30% of total ticket cost (\$13.50)

**Wine Festival Suggestions for 2009:**

- Have event on a Saturday around 6:30pm (set up at 2:30)
- Need more seating/chairs
- Have 30 volunteers (have 10 begin setting up at 2:30 and 5 at 5:30)
- Consider different location to avoid \$15 corkage- Options include Casino Hotel's Banquet Hall, Curling rink, MacKenzie Inn, Taylor Hall
- Set up wine related objects for sale like wine racks, books, etc. We must get these items for cheap or free at garage sales or donations
- Have only two bands- Jazz theme preferred.
- Create a wine booklet for sale-more detailed than the wine list. It could contain wine descriptions, suggested food pairings and perhaps featured recipes.
- Hold event in April or May. Suggested beginning of May

**Action Plan:**

- Get sponsors (Baytex, Casino, CNRL, already interested)
- Create a Publicity Schedule (a written schedule for newspaper, radio, etc.)
- Ticket purchase location needs to be solidified- get both parties, Systems by Trail and the Cultural Centre to put their required % of ticket sale in writing
- Set date for Event- look at cultural events calendar. (Maybe the day before Mothers Day May 10<sup>th</sup>, 2009)
- Devise a 'critical path' to ensure future success of this event
- Ask Sandy Levac to gather sponsors.



**Wine Committee Meeting: April 9' @ ArtsPost, 7-9pm**

**'CRUSHED GRAPES' WINE FESTIVAL  
CRITICAL PATH  
(BASED ON EVENT DATE LATE MARCH, EARLY APRIL)**

DRAFT APRIL 2008

*Choose date - May 24, 2009*

*CAC*

**APRIL**

- Confirm all sponsors/partners have been acknowledged with thank you cards *CAC*
- Confirm all invoices have been received by treasurer
- Book with venue for next season's event
  - Request contract outlining cork charges, etc *✓ Coordinator*
  - Request contract outlining cork charges, etc *✓ " "*
- Book with sommelier for next season's event (Tim Ellison in 2007-08) *✓ " "*

**MAY**

- Select FSJCAC Wine Festival Committee *Contacts Police Liaison -*
  - Volunteer, Media & Decorating Liaison selection *Committee*
- Create budget for upcoming event *Committee*
- Pick a 'theme' - BC wines; Canadian wines; International wines
  - Choose 'atmosphere' - elegant, international, party, etc *Committee + Coordinator*
- Create package for sponsorship sales *Coordinator*
- Confirm availability of salesperson *Coordinator*
- Create package outlining volunteer tasks and honorariums *Coordinator + Com. Committee*
- Inform FSJCAC member groups of volunteer opportunity upcoming *Coordinator + Committee*
- Draft letter to vineyards that pertain to 'theme' to request participation through donation and information regarding their product - explore possibility of having representative from vineyard at the event *Coordinator + Committee*
- Contact BCLB for partnership possibilities
  - Suggested that BCLB may be able to schedule visits from their wine vendors to coincide with Wine Festival *Coordinator*

*- Media - Exec Dir of CACs  
- Volunteer Media -*

**JANUARY**

- Inform member groups of FSJCAC of opportunities for volunteering for the upcoming event ~~next season~~ *Volunteer Liaison*
- Confirm venue - give estimated attendance *Coordinator*
- Design tickets/posters *Coordinator*
- Order all alcohol *Coordinator* *Same poster - change date*
- Contact and confirm entertainment *Coordinator*
- Contact and confirm MC (if live auction, auctioneer)
- Select and order wine glasses *Coordinator order*
- Book accommodations for sommelier *" "*
- Book rentals - tables, sound equipment for bands *" "*

## FEBRUARY

- Workshop to provide volunteers with 'Serving it Right' tickets
- Get items for Silent Auction
- Get Gaming license for 50/50 draw, etc
- Begin sponsorship solicitation
- Mid-February distribute posters
- Inform media of event – book advertisements
- Order decorations
- Send invitations to local dignitaries
- Send media liaison to speak with Rotary, Chamber, City, etc
- Create volunteer task lists
  - Setup/tear down/servers/pourers/50-50/cashiers/greeters

*Exec Dir org whshp  
Committee  
" "  
Sandy sales coordinator  
- @ group willing to take honorarium  
- Exec Director -  
- Committee -  
- Exec Dir -  
- Exec Dir / Compt / Coordinator  
Coordinator*

## MARCH

- Confirm menu
- Confirm sommelier
- Confirm accommodations
- Create sampling cards/wine information for tasters/table tent cards/silent auction sheets/programs
- Send fax information through Chamber of Commerce
- All signage at location
- Meet with volunteers to provide detailed training
- Confirm with sommelier his speech

*> Coordin  
Coordinator  
Coordinator / Vol Person  
Coordinator*

## EVENING PRIOR TO EVENT

- Transport alcohol
- Setup
  - Decorations
  - Tables

## EVENT DAY

- Pour – beginning 6 hours in advance

*> Evaluation  
Receipts -  
Payment -*

## SUGGESTIONS FOR FUTURE EVENTS

- MORE SEATING
- SPEAKER SPEAK IN 3 SESSIONS OR PRIVATE ROOM
- COAT ROOM
- BIGGER VENUE
- 30 VOLUNTEERS
- WINE SERVED UPON ENTRY
- GLASS GLASSES NOT PLASTIC
- SERVED APPETIZERS
- 3 OR 4 WINES ARE SERVED
- INVOLVE MEMBER GROUP TO SERVE

*4oz - Crushed Snaps - Logo on Other side -*

## **Arts Council Role within the City of Fort St. John**

Revised Feb. 2009 , Original April, 2008

### **Board Development Session:**

The Fort St. John Community Arts Council has scheduled a Board Development session for February 24, 2009.

The last strategic planning meeting was May 31, 2008 where arts council Board members listed all the programs of the Arts Council, how well they were doing and what the financial implications of each program.

The Arts Council is reviewing all current programs and partnerships.

The Arts Council provides a vital role in the community by:

- supporting 25 arts member groups and other arts groups and events in the community
- networking with visual, performing and administrative arts groups in the community, in the region and throughout the province
- creating arts initiatives that are missing in Fort St. John
- conducting cultural major events in partnership with the City of Fort St. John to enhance, entertain and train residents and visitors to the community
- building capacity of the arts within the city and region
- administering a studio space for potters, spinners and weavers and painters
- providing resources for people with specific creative interests to develop their talents and skills
- working with tourism to develop cultural tourism programs to further impact the economic benefit to the community
- acknowledging the achievements of both high school and college student in awarding arts related scholarships and bursaries

The Fort St. John Community Arts Council fills the role of a cultural component of the community which usually cooperates with the official function within the city administration in most British Columbian cities of the size and dynamics of Fort St. John. Fort St. John has no official cultural/arts/heritage component of the City of Fort St. John.

The Arts Council has worked closely with the city in delivering a number of programs that have enhanced the city, brought attention to Fort St. John and the arts within the city, and have helped to sustain the Arts Council to further its work. This partnership has been successful.

However, it has also been confusing since many of the progressive practices of the past few years have not been documented. City staff has changed and many of the practices continue but are sometimes not realized or they are unexpected.

In order to create a common understanding and a complete list of what responsibilities the Arts Council takes on, we have listed the various programs and the current relationship with the City of Fort St. John.

**Annual Member Group Support:** The Arts Council provides:

- an formal adjudication process for a fair distribution to the 25 member groups of the \$15,000 annual funds contributed to arts groups in the community.
- monitoring and evaluating the use of the funds by member groups.
- a complete report to the City of the process and the amounts granted.

The City of Fort St. John provides:

- \$15,000 to support 25 arts groups in the community which is granted to those groups and not used as operation funds for the Arts Council.
- An administration fee of \$2500 in the Base Budget for the Arts Council to conduct this service

**High On Ice:** For 5 years, 2005-2009, the Arts Council has provided:

- the organization and implementation of the professional and amateur ice carving and snow sculpting competitions for the High On Ice Festival
- the parade float in November
- ice workshop in November to encourage and train local carvers
- storage for tools and other behind the newly developed Artspost (previously at Public Works)

The City of Fort St. John provides:

- the budget of \$87,000 for the Arts Council to do the above. This includes the cost of ice but does not include the hours of city staff and public works in working on the program. In 2008, the Arts Council was to find sponsorship for any new initiatives within this program, i.e. jackets for the professional carvers, the Japanese team commissioned work, the commissioned work at the Northern Grand. This practice continued to 2009.
- the design of promotions, the promotions, update of registration package on website

- An administration fee of \$3500 in the Base Budget for the Arts Council to conduct this program which takes 4 months of work to arrange.

**Flower Pot Program:** The Arts Council provides:

- The organization of getting the 50 new pots painted by local artists and clear coated
- Sorting the previous year's 125 pots (50 to auction and 75 back on the streets)
- Cleaning and refurbishing past pots for use by March 30
- Conducting the auction in a public place for the community in conjunction with City Planting Day in May.
- Soliciting sponsors for each pot, getting sponsors signs made and attached to pots
- Documenting all pots and sponsors annually
- Storage behind the newly developed Artspost (first year 2008), previously at Public Works.

The City of Fort St. John provides:

- 50 new pots each year
- the cost of the pots (50 each year) and the planting (125 each year)
- transportation of the pots from storage, to work space, to clear coating, to planting, to street, to storage.
- set up one tent, table and chairs for the auction
- the expenses of paint and brushes submitted as an invoice to the city, signs for the auction
- Funds of \$2000 in the Base Budget for the Arts Council to pay for all supplies of paint, clear coats and other related costs to deliver this program.

**Elves Christmas Program:** *In response to the request from The City of Fort St. John in 2002 to create an end of the year, winter-type festival, the Arts Council developed Elves Christmas to add an over-all community Christmas celebration starting with the Christmas parade and ending at the Christmas holiday.*

The Arts Council provides:

- preparations for the Festival of Trees dinner and auction
- encouragement for arts groups to enter the parade and the High On Ice float
- a week of Christmas movies
- organization of Rockin' Christmas Concert for youth
- production of Raising Our Voices Family Christmas Concert

The City of Fort St. John provides:

- a sponsorship of a tree (\$1000) in the Base Budget.
- a means to promote the Elves Christmas through the City Winter Lights program

**Art That Moves You:** The Arts Council provides:

- the organization of local artist's for painted panels to be displayed on the city buses
- refurbishing and maintaining the previous panels for public installation
- creation of bookmarks of those panels for the Public Library and Literacy groups

The City of Fort St. John:

- approves of the panels on the buses

#### **Potential for Art That Moves You**

- The program is in its fourth year and has 24 panels from 2006, 2007, and 2008 that could be installed in a public place. A possible public venue could be the Enerplex when it is completed.
- City sponsorship of one or more of the panels would assist this program. No funds are forthcoming from the City for this program.

#### **Art in the Park on Canada Day**

- The organization the children's art activities, ice carving demo, artists show and sale.
- Contract facilitators for the event and provide crafts supplies
- Arrange for physical needs such as tables, signs and equipment

The City of Fort St. John:

- provides promotion for the Canada Day
- provides tents and venue
- the City Recreation Department supplies \$500 to the Arts Council for this program

#### **Crushed Grapes Wine Festival**

*The Wine Festival was initiated in 2007 to a sold out crowd at the Quality Inn Northern Grand. The plan was to have an annual Wine Festival for Fort St. John. Since 2008 was a very busy year and the Arts Council moved the event to the Spring of 2009. The Arts Council has decided to postpone the second Wine Festival indefinitely due to many factors. The Arts Council identifies the need to focus on fundraising for operational requirements for the Artspost and an executive directors position. The downturn in the global economy leaves uncertain outcomes of a major*



*event such as a Wine Festival. Plans for a Wine Festival will be revisited when the Arts Council is confident of sustaining annual operating funds.*

**The Artspost Studio and Arts Council office:** The Arts Council provides:

- The establishment and renovation of a former truck bay for studio space
- The first workshop space in 15 years for the potters and the first ever workshop space for the spinners and weavers.
- An office and meeting space for the Arts Council and member group meetings
- A working space to accomplish the many programs of the Arts Council
- Storage space for arts tools and other equipment of programs.
- Fundraising for 68% of the cost of renting commercial space

The City of Fort St. John provides:

- Tax exemption accounting to 14% of the annual cost of renting commercial space

#### **CULTURAL POLICY DEVELOPMENT**

The Arts Council worked with the City Council to develop a Cultural Policy which sets the stage for outlining a direction and vision for arts, culture and heritage and provides a solid base of development in the arts for the community.

A Legacies 2010 Grant ARTS NOW was applied for by the city of Fort St. John and approved in 2006. One-half of the funds (\$20,000) came from the Legacies ARTS NOW and matched by the city (\$20,000). Legacies ARTS NOW delivered the grant to the City of Fort St. John. The Arts Now portion of the grant was used in 2006 to conduct a Cultural Scan in preparation for the development of a Cultural Policy. Professional facilitator and cultural consultant, Bob Yates, from Victoria, helped Arts Council Executive Director Lauri Petrucci conduct part of that Cultural Scan. The Cultural Scan was completed in 2006 and has been presented to the City of Fort St. John. The City Community Services Department arranged for Cindy Haapenen, a consultant from Vancouver to complete Phase 2 of the Cultural Study. The complete report and recommendations were presented to City Council on February 23, 2009.

#### **IN CLOSING:**

The Fort St. John Arts Council looks forward to continuing to serve the community, create arts and cultural opportunities for the community and to provide networking and communication about arts, cultural and heritage.

Prepared by Sue Popesku April 2008, revised February 2009

Fort St. John Community Arts Council  
Strategic Planning Meeting May 31, 2008 and November 2009  
Results of the workshop:

## What makes the Arts Council Successful?

Dedicated Board	Media Relations/Awareness
Volunteers	Facilitating arts related community activities
Friendly Welcome	Provide opportunities for artists and performers
Cooperative	Location in an affluent community/north/remote
Good programs: Flower Pot/Art That Moves	Committed to consistent documentation
You/Elves Christmas/High On Ice/	Politically aware
Art in the Park	Offer financial opportunities to groups/artists
Good Community Image	Financially responsible
Non-prof and prof working together	Successful cultural scan
Representatives on Prov Boards and	
Municipal Board	

## What would make the Arts Council More Successful?

More consistency	Re-organize filing system/computer/archives
Board development	Identify office procedures and record
Policy documentation	Limit expectations of Exec Dir/give more direction
Do more for members, get them involved	Financially challenged- no consistent oper. funds
Addressing new areas or sectors of community	Turnover of people/volunteers
Youth/seniors/disadvantages/visual arts/	Need consistency in contracting out/pay/planning
Musical training	

**Aim:** In future the arts Council will continue Best Practices

**Action:** The Arts Council will build capacity by being aware of the benefits of each event/action such as fundraising potential, quality of life potential, awareness of community potential.

(One suggestion to focus on a member group per month in the newspaper, radio and have them run the Arts Council meeting each month)

## Current Programs

**Flower Pot Program:** 2008 Contact to Nikki Hedges Consistent/Good \$/well documented with critical path, procedures, application form/shared responsibilities with City of Fort St. John.

**Elves Christmas:** 2008 chaired by Nicole Parker and contracted out to Tara Van Dyke and Sponsorship Sandy Levac. Needs organizational consistency/has potential to make more \$/benefit to community for Christmas arts/awareness and image factor good.

**High On Ice:** 2008 and 2009 volunteer coordinator Sue Popesku with Executive Director help. No potential to make money over the \$3500 fee for service from the City/very good awareness and image/many man hours/critical path done in 2009

**Art in the Park:** Tara O'Donnell oversees two contract positions @ \$750 each. Arts Council ends up paying out funds and receives \$500 from City. No potential for fundraising. Image good/program good/awareness good.

**Potential Programs for future development:** Possible 3-10 year example of potential development:

- For Visual Arts:

3yrs	5yrs	10 yrs
Complete inventory of artist And create on-going system to update.	Make info available to provincial/national requests	Keeping up with technical advances with virtual artists tour at Visitor Centre
Cultural Tourism mapping Studio Tours	Add more artists in variety of genres	
Organized Artist groups to represent Artist's activities and training.	Encourage training in technical And skills in portfolios and networking	Care and feeding of artists and artistic endeavours
Studio Space available for teaching arts curriculums and promote it well	full schedule of art classes in the Artspost	Require larger space for active programs
Explore visual arts program to be Delivered to all ages	develop a 3 year structured arts program	Be recognized as an arts school by other institutions

- For Cultural Tourism

Experiencing art forms as Spinning/weaving, pottery, painting	Integrated with visitors experience	
Cultural Mapping of Alaska Highway	FSJ as regional centre for arts experience	

- For Music

Invite professional for music Workshops	professional teachers to live here	infrastructure in music which attracts and hold professionals
Explore opportunities for training Locally (song writers, recording technics.	Design a program for educational Advancement	Have a school of music skills and t training
Assist music teachers to be more	Encourage person upgrade for all	Integrate groups/advocacy

Inclusive of writing, musicians, rock And classic	music teachers in teaching	all genres/all ages
Increase # of venues and opportunities For more non-prof exposure	Part of a regional network for performance opportunities In a formal structure	Music Sector Hosts Provincial Festival
Funds available for equipment through Grants and other	More funds for equipment and training	Sources of funds for on-going income—business development

**Responsibilities and Duties of the Arts Council:**

*The Arts Council Board wants to evaluate and weight the impact of all programs and duties economically, socially, politically and practically*

- Grant applications
- Scholarships and bursaries—need policy
- Member groups
- Communication
- Human Resources---time management, volunteers and board development
- Infrastructure: Artspost and Executive Director
- Above programs
- Partners- obtain and nurture sponsors and partners

**How does the Arts Council integrate with Business?**

Businesses actively involved in arts and culture:

Northern Groove	System by Trail	Simply Music
Piano Teachers	Egan's Pub	The Quilt Patch
Honey and Wheat Café	Cosmic Grounds	Chances
Stonebridge (country)	On the Whim	

**Partners and potential partners:**

School District #60	Northern Lights College	North Peace Cultural Centre
Newspapers	Radio Stations	Northern BC Tourism Association
City of Fort St. John	NRAHTA members	

**Ripe for Potential Development:**

- Horticultural Society: Artists in the garden on the Garden Tours.
- Historical Society/Museum: Artists and performers collaborating on short history bites.
- Technology Link Artists.com
- Studio Tours of artists/shops/etc...developing artists map
- Eco Fair—join with NEAT on education of environment/use of paint and chemicals
- Northern Arts/Music magazines----get articles in
- Partner with Dana-Zaa Arts and virtual tour development

**FORT ST. JOHN COMMUNITY ARTS COUNCIL**

**September 10, 2008**

*October*

**Call to Order:** 12:10pm

**In Attendance:** Lisa Bush, Tara O'Donnell, Sonja Butts, Elaine McEachern, Yolande Harrison, Karen Brignall, Patricia Markin, Cheryl Peebles, Monica Best, Coral Pimm, Lynette Kitt, Karen Brignall, Rosemary Landry,  
**Approval of Minutes:** Elaine McEachern, Rosemary Landry

**REPORT:**

**Treasurer's Report:** Motion to approve made by Lynette Kitt, second by Monica Best

**Correspondence:** Arts and Culture Week poster contest. Looking for someone with computer design skills. Check out correspondence folder at ArtsPost for more details or visit [www.bcartsweek.ca](http://www.bcartsweek.ca) for more details.

**Elves Christmas:** Still looking to fill volunteer positions for various Elves events. Honorariums will be awarded. Contact Tara for more details. Also looking for donated art items for the Festival of Trees auction. Nov. 15<sup>th</sup> – Opening Night, Dec. 3, Festival of Trees auction and Gala, Dec. 21 – Raising our Voices concert.

**High on Ice:** (Full report enclosed by Sue Popesku) Planning is underway to find a new lead judge. Invitations to ice carvers have been sent. Lynette has offered her locked compound for future ice carving events.

**Art That Moves You:** 4 panels on buses around town currently, another 4 to be circulated later this season. Thank you to Peace Country Transit for donating the 'advertising' space.

**Crushed Grapes:** Committee meetings will begin next month. Event date is set for Mar. 28.

**Winter Lights Committee:** Representatives: Tara and Nicole Parker.

**Spirit of BC:** Reps: Tara and Pam Clemen. Tara will attend a meeting in Dawson Creek on Oct. 30.

**Art of the Peace Symposium:** Oct. 24-26, Dawson Creek. 3 registrations will be paid for by the Arts Council. Opening night is the "Pick a Painting" event – open to all.

**Devon's 'Investing in People' Grant:** Up to \$5,000 in funding for registered non-profit groups. Tara will email info out to members. FSJCAC applied. Due Date 10/31/08. Response by Dec. 1.

**Pottery Sales at the ArtsPost:** The Potters' are interested in selling pottery at the ArtsPost. Sonja proposed a 10% commission on pottery sales. Payments will go through the Arts Council and then a payment would be made by the Arts Council to the Potters' Guild once a month.

**MEMBER REPORTS**

**SD 60 Band** – Joan Montgomery

The various band groups are now in full swing. The beginning group is already playing songs with 5 notes. Their retreat in Taylor is at the beginning of November. The other groups are getting ready for various Remembrance Day services.

**FSJ Film Society** – Yolande Harrison

The Film Society will be presenting the following 2 films during the next month:

1. On October 27, 2008, the film AMAL, a Canadian film in Hindi and English with English subtitles directed by Richie Mehta  
It offers a portrait of contemporary India, and is a powerful and touching story of one man's decency.
2. On November 10, 2009, the film PASSCHENDAELE, a Canadian film written and directed by Paul Gross who also stars in it.  
We are fortunate to be able to present this World War 1 epic the day before Remembrance Day. This film opened the Toronto Film Festival in September 2008.

These films appear at the Aurora Cinema at 7 PM .

**Stage North – Mary Telford**

Stage North is busy putting the final touches on *The Longest Weekend* by Norm Foster which opens this Friday, October 17th. at the Cultural Centre, 7:00pm.

Stage North is very pleased to have two Platinum Sponsors for this season; Totem mall and Weatherford BMW. We couldn't put on the productions we develop without community support so we are very grateful to all the local businesses who support us with financial sponsorship and assistance in kind.

Last weekend we had a huge clean-up at The Space on the airport road. Very effective! It was dirty work but we were able to clean out most of the no-longer-useful "stuff."

We are also gearing up for our Christmas production - *A Christmas Story* by Philip Grecian slated for December 29, 30 and 31st.

Busy times, and as always we are very glad for our members and the many other people who step forward to help.

Productions this season include:

**The Long Weekend** by Norm Foster, Rob Laventure Director, October 17, 18, 23, 24, 25

**A Christmas Story** by Philip Grecian, Blair Scott Director, December 29, 30, 31

**Steel Magnolias** by Robert Harling, Mary Telford Director, February 20, 21, 26, 27, 28

**The Rabbit Hole** by David Linsey Abaire, Rob Laventure Director, April 16, 17, 18 and as an entry into the Peace River Zone Festival May 12-16,2009

Stage North will also pour the wine and help clean up at the Festival of Trees dinner/auction on December

**Slainte – Coral Pimm**

A dance workshop was held in Grande Prairie at the end of August. Joel flew in to train the dancers. Yoga and nutrition classes we offered. There was a movie night, scavenger hunt, goody bags, and t-shirts.

AGM Sept. 10/08 – elections held, committee heads chosen. Fundraising ideas were brainstormed (will dance at Company Christmas parties for a minimum of \$350 and will perform a Ceile March 14/09 at Taylor Hall

Feis an Thomhair in Calgary Oct 10-12. 27 FSJ dancers attended, 66 medals and 29 trophies won.

Oct. 18 – Dancers to perform in Taylor for PRRD awards.

Next major Feis – Feis in the Park, Edmonton, Apr. 24-26, 2009

**Direct Access Revision:** Grant has been denied based on the fact that reporting is not up to date on the part of the FSJCAC. However, according to our records, this is incorrect. Tara has and will continue to contact the gaming branch to clarify things.

**PLRAC:** Leadership grant has been sent in. AGM will be held on Jan 31<sup>st</sup> in FSJ.

**Cultural Plan/Policy:** Consultant Cindy Haapanen will visit FSJ in early November. She will be the guest at a meeting hosted by the City of FSJ to discuss arts and culture issues with the community. Key stakeholders in the arts will be invited by the City. Tentative meeting date(s) Nov. 4 and/or Nov. 5. A second meeting with Cindy will likely be on Nov. 13. At the next arts council meeting (Nov. 19), the arts council will look over the proposed cultural policy for ratification (or not). The proposed policy will then go to the City for approval.

**ArtsPost:** Sue has created a rough draft of the job description for a board member who wishes to oversee the ArtsPost. A full report on the state of the Arts Post is attached.

**Meeting Adjourned:** 1:04 p.m

The next regular meeting of the Fort St. John Community Arts Council is on November 19, 2008 at 12:00 noon at the ArtsPost.

**Elves Christmas (November 10<sup>th</sup> 2008)** – Nicole Parker

The annual festivities of the Elves Christmas are drawing closer and begin this weekend with the official Opening Night at the Northern Grande lobby on November 15<sup>th</sup>.

Keeping in mind that this report shall be presented after our Opening I'll be happy to include more details of how the evening went during the meeting. Tuesday and Thursday nights from 7pm until 9pm we are working on the creation of trees, center pieces and wreaths. Although we hope to have most of these items on display for the opening, I expect that we will working on items right up until the evening of our feature event, the Festival of Trees. Volunteers are always appreciated, so if you'd like to help out with this or any of our other events please talk to Tara O or myself (Nicole Parker).

A quick list of dates to remember!

December 3<sup>rd</sup>: Festival of Trees at the Northern Grande (tickets at the NPCC)

December 13<sup>th</sup>-19<sup>th</sup>: Classic Movie Nights at the Lido Theatre (tickets at the door)

December 21<sup>st</sup> – Raising Our Voices at the Cultural Centre (tickets at the NPCC)

**Report to City High On Ice Committee  
November 6, 2008**

FSJ Arts Council—Sue Popesku HOI Coordinator 1-250-785-6214

Tara O'Donnell CAC Executive Director 1-250-787-2781

*The Ice and Snow sectors of the Festival are well underway in planning. We hope to have all information and materials ready for printing by November 30. Please make all recommendations and suggestions for change this year as soon as you can so we can make this HOI the biggest and best possible. We are beginning to get noticed provincially, nationally and even internationally. Discovery Channel phoned Tara at the Artsport a few weeks ago asking for information about our Japanese carvers. This is an exciting time...let's make it happen.*

**Ice:**                Need 450 blocks in January  
                          30-40 blocks for parade/workshop in November  
                          30 for Chef workshop/ Girl guide workshop/Finch class workshop

Peter and Jesse are watching the pond closely and now that it is starting to freeze, they are feeling a bit relieved. However, we are searching for a source farther North to guarantee ice for Nov. 21 parade and 22 workshop. Plans to harvest all the ice is still in the works. No ice survived the summer except for a few small pieces. Sonja Butts created an angel centerpiece for the Hospital Foundation dinner/auction on Nov. 1. Thanks to ArcTech Welding, Canfor(sawdust) and Rogers Trucking for the great effort to preserve ice. It does not seem to work the way we are doing it. Some engineer minds are required to suggest a workable system.

**About the Ice workshops:** We have had a number of requests from groups to have ice workshops. This is wonderful since we want more people to carve in the area. Thanks to the grant from the Legacy of the Northern BC Winter Games we can offset some of the cost of these workshops. The idea is to provide a create winter activity to get children and adults, who may not be sports oriented, out doing activities in the winter. It apparently is working. This can be added to the long list of ideas for PARTICIPACTION and makes FSJ very unique since no other community has ice carving as a winter sport. We are hoping to begin to teach people how to teach ice workshops at this workshop on Nov. 22.

**Cultural Olympiad Connections:** An ice competition will be held at the 2010 Olympics organized by the Canadian Ice Sculpting Association. The top point scorers from High On Ice. Lake Louise and Winterlude in 2009 will be among the teams to be invited of the 20 teams expected world-wide. Canada will have 4 teams invited and the other numbers I do not know. Marlene Madison, the Visual Arts Coordinator for the Cultural Olympiad is planning to come to High On Ice to see how we organize the event.

Page 2 report Nov 6

**2009 List of Professional Teams to November 6---Deadline is Dec. 15.**

1. Larry MacFarlane/Tom Pitt   Winnipeg                               registration in mail
2. Takashi Ito                               Victoria
3. Peter Vogelaar/David Ducharme   Castlegar, BC
4. Dean Murray/Chan Kitburi   Seattle, Washington
5. Ilya Filimontsev/Vasily Vershinin   Moscow, Russia
6. Christopher and Dennise Duessy   Portland, Oregon   registration in mail
7. Washington couple               Washington               registration in mail
8. Rusty Cox/Steve Busiek           Lake Louise
- 9.
- 10.



**Commissioned and pre-work**

40 block fantasy sculpture	Takashi Ito and Larry MacFarlane (Canada)
40 block Hairy Mammoth/Sabre toothed tiger	Ilya Filimontsev/Vasily Vershinin (Russia)
Entrance/Ice Café/Children's slide/Fire Pillar/Eskimo and Sled for photo opportunities	Peter Vogelaar/David Ducharme (British Columbia)
Sculpture at Northern Grand	Jeff Dejong/Debra Baker

**Snow Sculpting**

More emphasis will be given to snow sculpting this year. John McKinnon, a professional snow sculptor will be coming to do a professional snow piece along with the amateurs. We are adding a media challenge in snow and asking the media now to commit to it. This will make that event much more interesting and active.

**Site Management to work with Public Works**

On site preparation/sculptor assistance	Jesse Forrester
Posts for roping off/children's building blocks	Angela Loftus and son
Lighting of all carvings immediately on Sunday	Rosemary, David and James Landry

**Judges**

Lead Judge	Michael Pizzuto from Denver Colorado	coming with wife Sharron
Second Judge	Jeff Dejong from Salt Lake City	coming with wife Debra Baker
Local judge	Bob Young from Charlie Lake	second year as local judge

**Travel Arrangements:**

Lesley Robbins at Marlin Travel has presented the first look at airfares for judges and commissioned carvers only. All other carvers arrange their own flights. We are booking as the carvers/judges verify the days and times of travel.

Page 3 report Nov 6

**Hotel Nights:**

Quality Inn Northern Grand has donated 20 sleep nights plus the nights for Jeff DeJong because he is sculpting on site at the Hotel....so 28 rooms complimentary in all. Peter and David will be staying with Shelley and Paul Nickel the entire time. Ilya and Vasily may be staying with Larry Evans but that is not confirmed. This means that 26 six rooms are required and we will have to pay for 6 of those rooms.

**Flights for Judges and Commissioned carvers:**

Marlin Travel is the City's agent of choice this year. I have been working with Lesley Robbins and the Russians flights must to be confirmed tomorrow. All others can be booked when they all confirm I have the correct days of arrival and departure. This will be all completed by next Tuesday.

**Thank you party on Monday:**

The last year's Arctic BBQ, ice fishing and snowmobiling on Monday was a great hit with the Japanese and the Russians. Tak is a Master Chef and really needs to fry fish over a winter open fire. Preferably one he has caught--- but just in case ....Can we have a few of the fish caught at the fishing derby the day before?

So this year, Jesse will be organizing a thank BBQ for all carvers who stay on Monday and for all those who volunteered in making High On Ice a success. The BBQ will be held on Charlie Lake starting at 10am until about 3pm and the easiest route to the location will be announced later. That means you are all invited.

**Carver's Den:**

Daryl Rayner is no longer with DDS who supplied the trailer last year. We are looking for a trailer with heat to be donated to come onto the site from January 6 –January 19. Raven will probably transport it again for us if we can find a good one. Anyone have any suggestions on who will supply this?

**Signs:** Ice and snow requires signs, the overall festival require signs, and specializes direction signs are necessary. We receive a \$2500 value in donation for signs from Extreme last year for the ice and snow but the signs that were paid for went to another business. This was a lack of planning and communication. **Can we coordinate our signage better this year?**

**Awards:** Snow and ice have to get awards of some sort. **Do we coordinate this with any other Festival groups this year like we did last year with the fishing derby?**

**Fundraising:**

Confirmed:       Quality In Northern Grand for 20 rooms  
                      Spectra Energy \$1000  
                      Devon \$1000 plus sponsorship of drink cubes

Page 4 Report Nov 6

Looking for total of \$19,000 more in cash and in kind: trailer, signs, lots of wood for the fire pillar, temporary flooring for the heated tent, pallets secured together in threes for singles platforms, local game (moose, elk, venison, buffalo) for the Monday Arctic BBQ.

**Gone to the Dogs:**

Saturday is Husky Day when we invite all husky owners to bring their dogs down to the site to add to the Northern flavour. Sunday is St. Bernard Day. Becky Lauriente of Becky's Hair is working with us to have something special for owners and dogs that come down to the site. Sue Popesku is trying to locate a dog team owner who will give rides to children for a few hours on Saturday.

**Volunteers Needed:**

Cathy and Russ Wilkinson

Please sign up for volunteer hours. We need lots of help with the ice carving and snow sculpting management on site. Phone the Artspost at 787-2781 or email [fsjarts@telus.net](mailto:fsjarts@telus.net)

## **EXECUTIVE DIRECTOR'S REPORT**

Tara O'Donnell

October – November 19, 2008

### **Meetings, Workshops, etc.**

- Met with Lisa for weekly touch base meetings
- Met with Sarah Tittlemore and Lorna Crouse from the City for teleconferences with consultant Cindy Happanen regarding Cultural Policy planning.
- Attended Cultural Planning Workshop
- Attended BCLC meeting
- Attended Spirit of BC Roundtable in Dawson Creek
- Attended Winter Lights Meeting
- Organized and attended the monthly FSJCAC Board meeting
- Met with Elves' Christmas committee regarding ongoing event planning
- Met with members of the media to organize advertising arrangements

### **Administration**

- Filed a reconsideration letter to Direct Access
- Prepared for Arts Council meeting
- Wrote monthly article for Alaska Highway News
- Edited and submitted member groups' articles to AH News
- Submitted Devon's "Investing in People" Grant
- Weekly Quickbooks training sessions with Sonja

### **ArtsPost**

- Greeted and assisted visitors
- Answered phone and responded to emails
- Performed cleaning duties
- Replaced laptop with new computer

### **Elves' Christmas**

- Emailed artists and members requesting items to be donated at this year's FOT auction
- Filled most volunteer positions for Elves Xmas. (Still need performers for Raising Our Voices and 4 people to assist during Festival of Trees)
- Working as a 'media liaison' for all event advertising and publicity
- In regular contact with Sandy Levac regarding Sponsorship for Elves events
- Received donations at ArtsPost for Festival of Trees auction

### **High On Ice**

- Assisted in securing new lead judge for HOI 2009 – Michael Pizzuto
- Assisting Sue in all matters relating to HOI planning
- Maintaining contact with ice carvers regarding travel plans, registration, etc.

**Direct Access Revision** – Tara O'Donnell

The BC Gaming Commission has received our reconsideration request for our Direct Access Grant. The grant was denied previously due to a missing Gaming Summary Report from 2007. However, we believed this was an error as it was indeed submitted. Therefore the Gaming Commission has granted us the amount of \$6,000. This unfortunately is no where near as much as we would have hoped, but it is better than nothing, in theory.

**Winter Lights Committee** – Tara O'Donnell

Sue Popesku and I attended the Winter Lights meeting this week, and Lisa Bush attended a few weeks back. Meetings focus on what different community groups and the City is doing around town to inspire civic pride and to enhance the streets of FSJ. On behalf of the FSJCAC, Sue and I discussed key dates for High On Ice and Elves Christmas. The committee also discussed judging criteria for the annual Winter Lights competition where communities throughout Canada compete for the highest scores. The committee decided that we'd like to present FSJ as friendly, festive, and visually inspiring.

**Spirit of BC Committee** – Tara O'Donnell

Sue Popesku and I attended the Spirit of BC Regional Roundtable event in Dawson Creek on Oct. 30. There we learned more about the province-wide gear up for the 2010 Olympic Winter Games. Several speakers presented to the committee. The group discussed best practices for community involvement through celebrations and volunteer recruitment.

The following week, Sue and I met with Sarah Cockerill (formerly Tittlemore) to discuss a grant application to apply for funding related to Spirit of BC Week (Feb. 6-14). The City agreed to apply and the Arts Council filled out their portion of the grant application and submitted a letter of support for Spirit of BC Week in our community. If approved, the Arts Council hopes to receive up to \$500 that would be put towards an event at the Cultural Centre that would showcase many of our talented member groups. Booths could be set up to demonstrate crafts, display artwork, or simply to promote the member groups.

**Art Symposium 2008** - Nicole Parker

I'd like to begin with thanking the Fort St. John Arts Council for allowing us to represent you at the annual Art Symposium hosted in Dawson Creek. The variety of people attending this event never ceases to amaze me, as it includes artists and art appreciators alike. The opening reception was included in the Dawson Creek Gallery's annual "Pick a Painting" fundraiser and featured a lovely assortment of wine and appetizers. It was a great environment for mingling with new faces and meeting up with familiar friends.

The symposium itself was a series of lectures by three different people.

The morning began with Carrie Klukas from Grande Prairie who spoke about her background and how it led her to where she is now. Although her lecture was short, Carrie's artwork was vibrant and interesting. Second to speak was Greg Crowe, a teacher and potter from Australia. We learned about his home country, his art, his studio, his classes and his interest in constant experimentation whenever it is possible. The last to speak was Doug MacLean, a private art dealer with a love for nearly forgotten Canadian artists. I enjoyed learning about lesser known

artists who were ground breaking in their times, but there came a point in hour two of his lecture that quite a few of the names and paintings began to look the same. With a fresh mind more information may have sank in, but I'm afraid that I was becoming a bit overwhelmed closer to the end of the day.

If I were to sum each speaker up simply, I would say that Carrie encouraged exploration in techniques and mediums, Greg spoke of using local resources and of learning from others, while Doug was keen to remind us that we don't always need to look to other places in the world for inspiration. Canada has an amazing artistic history all on its own.

Although there were optional workshops the following day, the close of the symposium for me was the play "Vincent" that night. It was an amazing play about Vincent Van Gogh from the perspective of his brother, Theo Van Gogh. If you ever have the opportunity to go, I encourage everyone to do so. It wasn't simply about a famous artist, but about society's perspectives of the eccentric thinkers of the world.

Thank you again for allowing me to go as a representative of the Fort St. John Arts Council.

### **Cultural Policy planning** – Tara O'Donnell

Over the past month, the FSJCAC has partnered with the City and consultant Cindy Haapenan to create a Cultural Policy for FSJ. Cindy has met with various individuals via discussion groups to gain a feel for what the citizens and the City of FSJ would like to see happen. Last week Cindy returned to FSJ to give participants feedback as to what she gathered from the break-out sessions. She is now working on the final document that will be sent to council to be voted upon.

Next steps -

- Collecting feedback for clarifications or opinions on the plan
- Summary report distributed soon after submission on November 20, 2008
- Presented to Council December 8, 2008 by Community Arts Council & City staff
- Hopefully have policy/plan ratified
- Building infrastructure to achieve success
  - Funds
  - People to do the work
  - Education/Communication
  - Leverage Partnerships

# Member Group Reports

## **SD60 Band – Joan Montgomery**

SD60 Band is very busy with Remembrance Day services and getting ready for Christmas.

The Beginning Band held their retreat at the Taylor Community Hall two weeks ago. One hundred and three students gathered together for the day to play music and get to know one another better. Remember, these students attend elementary schools all over town including Baldonnel and Taylor. Many of the senior high and junior high students attended as well as mentors. A very successful day!

The three high school bands performed at their respective Remembrance Day assemblies. Many of the elementary students helped in their school assemblies as well. The Grade 9/10 class from Bert Bowes performed at the District of Taylor's Remembrance Day service on the 11th.

The students are gearing up for the Christmas season. Just prior to the concert, we are hosting Dr. Gerry King from U Vic. He will be working with our four concert bands in the days prior to the concert. There are a few "gigs" that the band has been asked to do over the Christmas season as well as our own Concert – Thursday, Nov. 27th at 7:00pm NPSS gym. Please come out for an evening of music.

## **North Peace Potters' Guild Report - Rosemary Landry**

The North Peace Potters' Guild held its regular monthly meeting on Wednesday, Nov 5<sup>th</sup>, 2008.

The North Peace Potters' Guild is extremely proud to bring the "BC in a Box: Fingerplay" exhibition to our community. The traveling ceramics exhibit representing ceramic artists from across BC, opened with a reception at 6:30 PM on Friday, Nov 7<sup>th</sup> at the Central School to a small but enthusiastic crowd. A lively panel discussion provided an opportunity for individual interpretation of several of the 50 unique pieces of work. The public are invited to experience this show which will be on display in the entrance hallway to the Central School during school hours until Nov 28<sup>th</sup>. Proceeds of a silent auction will, in part, provide funds for a bursary for a child from Central School to attend pottery classes.

Studio Improvements are ongoing. We are in need of a carpenter to volunteer to install an exit door on the north wall of the glaze room.

The Adult fall pottery classes will successfully finish in December. A winter schedule is currently being prepared for adult classes in Hand-building, Wheel Throwing and Glaze Studies. A winter Children's class and a Youth/Teen class are also being planned.

*A Sale of Works by Members of the NPPG* is tentatively planned for Saturday, December 6<sup>th</sup> in the studio from 10:00 AM – 3:00 PM. Works will include student and beginners pots.

## **The Move Dance Society – Rhonda Grimes**

The teachers, dancers and society have all been very busy since the new season has started. Dancers have been hard at work in all dance disciplines especially ballet. For the first year, The Move Dance Centre had their first set of Vocational Graded Examinations prepared in the Royal Academy of Dance ballet Syllabus. After studying the Intermediate level for one year, 7 dancers travelled to Prince George to attend their exam. The dance studio also had their first set of Graded Examinations that were held at the studio here in Fort St. John. There were 15 dancers who were prepared for various exam levels that the Royal Academy of Dance offers in their syllabi. The dancers will await their results until late December/early January.

The Society, has been hard at work fundraising for our upcoming season of costumes and competitions. From September to December is when the majority of the fundraising is done. The Society has an exciting fundraising event coming up on Friday, November 28. It's "THE MOVE" Dance Centre Society Christmas Auction. It is at 7:00pm at the LIDO THEATRE. It is open to the public, tickets are \$25 per person. There will be live auction, silent auction, bucket draws, diamond draw, entertainment and much more. Your ticket includes a glass of wine or beverage, a dessert and auction paddle. A really great evening to Christmas shop for others or yourself or just to have an evening out. You can call Cindy Rost at 250-785-3909 if you would like tickets.

The Society has completed a bottle drive and are selling Mega Lottery tickets at this time. We are also getting prepared for our orders and delivery of the popular Christmas Baskets filled with wonderful goodies. There are small, medium, large and X-large baskets to choose from. We have a sample of our medium basket at the studio with order forms if

you are interested. Our contact for this project is Stacey Miranda at 250-262-2718. Orders will be taken until December 15.

The dancers are going to be performing at THE MOVE Christmas auction along with 4 other performances for company Christmas parties.

On December 13 & 14, the dancers will be having a jazz workshop with Jocelyn Peden, a teacher/choreographer from Vancouver.

#### **Slainte Society of Irish Dance – Carla Cowger**

The Slainte Society of Irish Dance has had a very busy fall!

A large number of our dancers competed in the Calgary Feis Thanksgiving weekend. Our Fort St. John dancers brought home 66 medals and 29 trophies.

Three of our Fort St. John dancers competed in the Western Canadian Oireachtas at the beginning of November. We are very proud of all of them for achieving this level of dance and two of those dancers qualified to dance at the North American Nationals in Nashville next July. Two of the dancers from our satellite school in Grande Prairie also qualified for Nationals and one of those dancers qualified for Worlds.

The dancers are gearing up for the holiday Christmas season and have been booked to dance at a number of parties and hope to be able to dance at the Care Home as well.

Slainte has made plans to bring professional dancer Joel Hanna up to do another workshop with the dancers in early January.

#### **North Peace Music Teachers Association - Monica Best**

The music teachers are having a recital on Nov. 23 from 2-4 at the Cultural Center. We are raising money for the festival and will be having a raffle, guessing jars and an auction. The public is invited.

#### **North Peace Spinners' and Weavers' Guild – Faye Eggleston**

There is a busy group of 20 members, with various projects on the go. Our guild was founded 31 years ago. Our purpose is to provide a meeting place for spinners and weavers of all levels of expertise, to share knowledge with each other and the public, and to pool resources for books, equipment and workshops. Besides spinning and weaving wool and other fibres, all aspects of working with fibre are explored, including felting wool and dyeing.

We have filled the two display cases at the North Peace Cultural Centre with woven vests from our Spring workshop and knitted items from our September dye workshop. Other items in the display are inkle weaving, homespun yarn, fine woven linen. This display is for the month of November.

We have completed our Christmas wreath for the Fort St. John and Community Arts Council's Elves Christmas display and auction at the Quality Inn. We knit elf sized sweaters, socks, toques and scarves and hung them on the wreath. Lucky elf!

This fall some of our weavers have taken a beginners' weaving course, instructed by our President, Cheryl Pebbles, who manages the yarn section of On a Whim on 100<sup>th</sup> Street. Great enthusiasm about this course where they learned how to weave a scarf on a rigid heddle loom!

We made bookmarks for Christmas gifts for the members of our sister guild in Wales. We wove or knit bookmarks using fibers, native to North America: buffalo, alpaca, quiviut, wolfhound and locally produced wool. Some were embellished with porcupine quills, and locally produced pottery buttons.

Our looms are located at our studio space at Artspost. Presently our group weaving projects are tea towels and baby blankets.

Some of our members have items such as blankets, scarves, purses, and hats for sale at the Christmas Market at Peace Gallery North from November 16 to December 24.

We are holding a tri-colour spinning workshop this month, with an instructor from Sexsmith, Alberta. At this workshop we will spin enough fleece to make a hand knit scarf. We also hold a spinning day once a month, taking turns in each other's homes. So nice to get together and spin, on these cold winter days.

As members of the Peace Country Spinners and Weavers we are also hosting a Fleece to Scarf contest in April. This group has members from Northeastern British Columbia and Northwestern Alberta. With looms dressed with a warp for a scarf, we will card the fleece, spin it and weave it into a scarf, within the time limit of about 4 hours. In teams of about 5 people each, we will compete to see who can produce the most beautiful scarf within this time frame.

The New Year will also bring a group shawl weaving project, a weekend retreat at Blueberry Camp, more weaving workshops and lots of creative inspiration and fun.

Our group meets on the third Saturday of every month, usually at Artspost, 10320 94<sup>th</sup> Avenue. Contact Faye at 250 785-5608. Beginners are always welcome.