



Region of Waterloo Arts Fund

Minutes

Thursday, April 6, 2017

1:00 p.m.

Room 218

Regional Administration Building

150 Frederick Street, Kitchener, Ontario

Present were: Chair B. A. Keller, A. Dobkowski, M. Hopkins*, P. Mulloy, R. Nixon*, K. Redman*, M. Scott, K. Sheehy and J. Wichers

Also Present: P. Shannon (Artist-at- Large member)

Members Absent: E. Bolton, K. Seiling and R. Waldeck

Acknowledgement of Traditional Lands

B. A. Keller acknowledged that the board is meeting on the traditional territory of the Neutral, Anishnawbe and Haudenosaunee people.

B. A. Keller introduced Peter Shannon as an Artist-at-Large volunteer for the Spring 2017 session with an expertise in film. She also welcomed Michele Hopkins to the board and noted that Rob Waldeck will be attending the next meeting.

Declarations of Pecuniary Interest Under “The Conflict of Interest Policy of The Region of Waterloo Arts Fund”

None declared.

Declarations related specifically to the grant applications were made prior to the review of the Spring 2017 Stage 1 applications.

Approval of Minutes

Open Session – January 19, 2017

Moved by M. Scott
2386743

Seconded by J. Wichers

That the Region of Waterloo Arts Fund approve the open session minutes of the meeting held on January 19, 2017.

Carried

Business Arising From the Minutes

a) 15/150 Reception Update

B. A. Keller gave an update on the plans for the May 11th reception. She distributed a draft agenda for the event and a sample brochure that she's designed to be printed and handed out at the reception. She's working with designer, Timm Vera and she distributed a draft brochure that he's designed. She identified the items required for the event, such as a screen, projector and laptop.

A. Dobkowski provided an update about the event expenses stating that it's not possible to cover the event costs with \$1500, given the catering expenses. She suggested that the board consider increasing the limit for the event expenditures to \$2500.

The board discussed the potential costs and purpose of the full-colour brochure, as designed by T. Vera.

Moved by A. Dobkowski

Seconded by K. Redman

That the Region of Waterloo Arts Fund approve an increase in the expenditure limit for the 15th Anniversary reception, to be held on May 11, 2017, from \$1500 to \$2500.

Carried

b) Website Redesign Update

M. Scott provided an update on the re-design process. REM is in the building stage with all content in hand. She anticipates that an update, with a first version, will be coming from REM next week. The site will be shared with the board prior to going live.

B. A. Keller raised the issue of training for board for volunteers; she, M. Scott and P. Mulloy are interested in attending the training as are support staff. B. A. Keller noted that a lead will be required. M. Scott will coordinate the training details.

Correspondence

a) Robert Motum F15-08 Re: Allocation of Grant Surplus

B. A. Keller provided an overview of the request, noting that R. Motum has requested that the surplus from the first grant installment be shared among the involved artists and that the second grant installment (\$485) not be paid out to him, per his request, and given the preliminary total project surplus. Staff will send out the notification to Mr. Motum.

Moved by J. Wischers

Seconded by K. Sheehy

That the Region of Waterloo Arts Fund approve the requests made by Robert Motum as follows:

- a) the allocation of the current project surplus to artists involved in the project, and;
- b) to decline receipt of the payment of the second grant (\$485) installment.

Carried

b) Nota Bene Baroque Players F16-57 Re: Request to Revise Project

B. A. Keller provided a summary of the request to revise the venue and audience changes, as outlined in the submitted proposal.

* R. Nixon joined the meeting at 1:46 p.m.

The board discussed their concerns that no rationale for the change is noted in the request, nor is a list of potential performance venues. The board also discussed the rationale options that they would be prepared to accept. The board directed B. A. Keller to follow-up with M. Pare to seek more information and make a decision based on his reply.

New Business

a) Communications Update

B. A. Keller read an endorsement from Dr. Bryan Smale, University of Waterloo Canadian Index of Wellbeing. She stated that an endorsement has also been requested from Kathryn Townsend, Director of Research, Policy and Evaluation, Ontario Arts Council – these testimonials will be added to the website page and will be highlighted during the volunteer reception, along with other testimonials.

She summarized her recent meeting with Bryan Stortz, Director, Corporate Communications at the Region, including his suggestions for continued use of testimonials, stories about grant recipients, and the development of a "best minds group".

P. Mulloy provided an overview of the proposal for Social Media Guidelines, as distributed to the members in advance of the meeting. The board discussed the merits of the proposed guidelines. She added that it doesn't make sense to set up social media sites since currently there are no board resources to maintain any sites.

B. A. Keller reminded the board that the Social Media Guidelines don't oblige any board member to update Arts Fund news on their personal social media sites but she encouraged those willing and comfortable to share the Arts Fund message. She noted that the board will review this issue in a year. Staff will update the board's policy and procedures binder accordingly.

Moved by M. Scott

Seconded by K. Sheehy

That the Region of Waterloo approve the Social Media Guidelines, as circulated and that staff be directed to update the Procedures Manual to include the new guidelines.

Carried

b) 15/150 Videos Request for Proposal – Update/Approval

M. Scott provided an update on the Request for Proposal for the 15/150 Grant projects videos. She noted that seven (7) proposals were received and reviewed by herself, B.A. Keller and Scott Clevely, a former board member with experience in the film industry.

The proposal offered by MetaMedia Productions is being recommended for board approval. Legal Services has drafted an Agreement for the project. She added that 50% of the videos project cost will be paid once the first three (3) videos are completed and the balance will be paid when the other three videos are completed.

Moved by M. Scott

Seconded by A. Dobkowski

That the Region of Waterloo Arts Fund approve the proposal for the 15/150 Videos as submitted by MetaMedia Productions (Tom Knowlton and Paul Campsall).

Carried

The board took a recess at 2:05 p.m. and reconvened at 2:10 p.m.

c) Technical Review of Spring 2017 Stage 1 Applications

Declarations of Pecuniary Interest Under The Conflict of Interest Policy of The Region of Waterloo Arts Fund – Specific to Grant Applications

The following declarations of pecuniary interest, related to Spring 2017 grant applications, were made by the Board members in Open Session:

Application ID	Board Member	Reason:
S17-14	M. Scott	She is a volunteer with the Idea Exchange.

Each Board member excused themselves from the meeting room during the review discussion of these noted grant applications.

Closed Session

Moved by P. Mulloy

Seconded by J. Wichers

That a closed meeting of the Region of Waterloo Arts Fund be held on Thursday, April 6, 2017 at approximately 2:14 p.m. in Room 218, for the purpose of considering the following subject matters:

- a) personal matters about identifiable individuals related to current applications
- b) personal matters about identifiable individuals related to project Final Reports

Carried

The board took a recess at 3:35 p.m. and reconvened at 3:40 p.m.

* K. Redman left the meeting at 4:07 p.m.

* M. Hopkins left the meeting at 4:23 p.m.

Motion to Reconvene Into Open Session

Moved by M. Scott

Seconded by K. Sheehy

That the Region of Waterloo Arts Fund reconvene into Open Session at 5:30 p.m.

Carried

Moved by J. Wichers

2386743

Seconded by P. Mulloy

That the following Spring 2017 Stage 1 applications proceed to Stage 2 review:

ID#	First	Last	Organization	Amount
S17-10	Matthew	Ninaber		\$8,000
S17-20	Priscilla	Galvez		\$15,000
S17-33	Heather	Riemersma		\$4,250
S17-46	Earl	McCluskie		\$10,000
S17-49	JoJo	Worthington		\$5,000
S17-57	Nathan	Stretch	Bass Lions	\$4,800
S17-67	Alex	Briere		\$15,000
S17-02	Cecile	Monique		\$8,000
S17-21	Cheryl	Ewing	UpTown Waterloo Jazz Festival	\$2,500
S17-26	Richard	Garvey		\$7,000
S17-29	Andrzej	Tereszkowski	Waterloo Region Contemporary Music Sessions	\$14,000
S17-36	Kathryn	Ladano		\$5,000
S17-41	Tom	Nagy		\$6,000
S17-50	Tim	Louis		\$8,500
S17-51	Dan Root &	Meg Harder		\$2,000
S17-59	Janine	White	Johnny Hollow	\$10,000
S17-28	Carol Leigh	Wehking	FRESH Stories	\$2,000
S17-34	Suzette	Hafner	Association des francophones de Kitchener-Waterloo	\$4,000
S17-39	Sean	Campbell	Waterloo City Limits	\$10,000
S17-53	Tim	Moher	TMJAZZ	\$15,000
S17-63	Mark	Vuorinen	Grand Philharmonic Choir	\$6,000
S17-23	Kathleen Cleland	Moyer	Backyard Theatre	\$10,000
S17-24	Miroki	Tong		\$5,000
S17-48	Arlene	Thomas	Shadow Puppet Theatre	\$10,000
S17-54	Carin	Lowerison	Green Light Arts	\$6,000
S17-01	Jennifer	Gordon	Central Frederick Neighbourhood Association	\$2,500
S17-07	Susan	Coolen		\$3,000
S17-25	Pamela	Rojas		\$3,500
S17-68	Gordon	Hatt	Contemporary Art Forum Kitchener and Area	\$6,000
S17-05	Ian	Ring		\$5,735

S17-37	Susan	Scott		\$5,000
S17-40	Bashar	Jabbour		\$5,000
			Total Requested	\$223,785

Carried

The following applications did not receive Board approval to proceed to the Stage 2 review:

ID#	First	Last	Organization	Amount Requested
S17-03	Steve	Sugrim		\$12,000
S17-04	Camilla Fleur	Bouchet		\$3,500
S17-06	Sam	Nabi		\$4,000
S17-09	Jennifer	Lloyd		\$7,000
S17-19	José Alfredo	Galvan		\$22,500
S17-30	Michael Julian	Masurkevitch		\$2,500
S17-60	Alison	Beland		\$1,500
S17-65	Rufus	John		\$9,800
S17-08	Jordan	Martin	ON Recording Studio	\$5,000
S17-12	Jon	Knight	Jon Knight and Soulstack	\$7,000
S17-38	Melissa	Finn		\$10,000
S17-42	Amy	Williams	Iceland	\$8,000
S17-58	Giselle	Sanderson		\$6,000
S17-64	Cody	Haché	Flowers for Daniel	\$5,000
S17-66	Allister Bradley	Bertram		\$8,000
S17-17	Isaac	Mulé	Page 1 Productions	\$5,200
S17-22	Jeremy	Horne	Life Change Adventures	\$2,500
S17-52	Sonia	Laposi		\$3,000
S17-56	Jennifer	Davis	Playing With Sparks	\$5,000
S17-45	Carolyn Dawn	Good		\$3,000
S17-35	Viktorija	Kovac		\$10,000
S17-11	Merryn	Edgar	Gargoyles of Galt	\$87,500
S17-14	Aidan	Ware	Idea Exchange Art + Design	\$8,500
S17-16	Judy	Major-Girardin	Cambridge Sculpture Garden	\$10,000
S17-18	Elana	Chand		\$10,000

S17-31	Andréa	Parisien	Cambridge Arts Festival	\$5,000
S17-32	Vincent	Marcone	aka My Pet Skeleton	\$9,000
S17-47	Karolina	Korsak		\$8,000
S17-55	Paul	McDonald	"The Firm" Art Collective	\$18,000
S17-61	Dr. Craig	Kaplan	University of Waterloo	\$25,000
S17-62	Jacqueline	Rula	Art District Co-Operative Gallery	\$2,500
S17-13	Marie-Pascale	Desjardins	Royal Medieval Faire	\$3,000
S17-15	Sophie	Cortez		\$4,100
S17-43	Trevor	Waurechen		\$10,000
S17-44	Jessica	Hodgson		\$2,000
S17-27	Alexis	Biermann	Pins and Needles Fabric Company	\$4,000
			Total Requested	\$347,100

Other Business

a) Final Reports Review

B. A. Keller stated that the Final Reports Review Committee met ahead of the board meeting today and reviewed twelve (12) Final Reports. There were no issues with the reports overall but additional detailed Financial Summary information is being sought from Jonah Fortin of Trenchcoat Productions (S15-25).

b) Mail folder

The mail folder was distributed to members during the meeting and contained the following news clippings, general correspondence and/or other arts promotional items:

- "Memory book aims to touch community heart", The Record, February 7, 2017
- "Volunteers needed for a woolly ride on the river", Cambridge Times, February 16, 2017
- "Building a new mythos", Waterloo Chronicle, March 9, 2017
- "Music, words, dance flow like a river", Cambridge Times, March 30, 2017
- Nota Bene Baroque Players, 15th Anniversary Celebration, A Grand Journey – event program
- The Illuminative Forest of Storytelling Trees – event program
- Riverflow, Confluence of Music, Words, and Dance – event program

Next Meeting – Thursday, June 15, 2017 (Review of Spring 2017 Stage 2 Applications)

Adjourn

The meeting adjourned at 5:32 p.m.

Board Chair, B.A. Keller

Corporate Clerk, S. Natolochny