



Region of Waterloo Arts Fund Minutes

Thursday, December 4, 2014
4:09 p.m.
Room 218
Regional Administration Building
150 Frederick Street, Kitchener, Ontario

Present were: Chair M. Scott, I. Cisterna, S. Clevely, M. de Groot, S. Gruetzmacher, P. Mulloy*, P. Pulford, K. Seiling* and A. Thomas

Also Present: J. Haalboom

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

There were no declarations related to the agenda items. The following declarations of pecuniary interest, related to grant applications, were made by the members, as follows:

<u>Application ID:</u>	<u>Board member:</u>	<u>Reason:</u>
F14-11	P. Pulford	He has an indirect conflict; his wife is involved in the project.
F14-29	A. Thomas	She has an indirect conflict; she may be involved in the project.
F14-41	M. de Groot	He has an indirect conflict; he works for the organization noted in the application.
F14-49	P. Mulloy	She has an indirect conflict; the organization she works for is noted in the application.

Members with indirect conflict declarations left the meeting prior to the Closed Session, during which the recommendations from the Peer Assessment Panel (PAP) related to the Stage 2 applications were reviewed and discussed.

Approval of Minutes

Open Session – October 2, 2014

1757713

Moved by P. Pulford

Seconded by A. Thomas

That the Region of Waterloo Arts Fund approve the open session minutes of the meeting held on October 2, 2014.

Carried

Closed Session – October 2, 2014

Moved by A. Thomas

Seconded by S. Gruetzmacher

That the Region of Waterloo Arts Fund approve the closed session minutes of the meeting held on October 2, 2014.

Carried

New Business

a) Recognition of Retiring Board Members

M. Scott presented Certificates of Appreciation to retiring Board members, M. de Groot, I. Cisterna and J. Haalboom and thanked them for their service and contributions to the Arts Fund.

K. Seiling advised that Karen Redman will be appointed as the Regional Council representative on the Arts Fund for the next term of Council.

b) Re-Appointment of Directors

M. Scott provided a summary of the current Board membership status. It was noted that with several members having terms that expire at the end of December 2014, re-appointment of members should take place at this meeting to ensure there is quorum of members in good standing for the January 2015 meeting, where Officers will be elected and new members will be appointed.

Moved by K. Seiling

Seconded by A. Thomas

That the Region of Waterloo Arts Fund approve the following re-appointments of current Board members as follows:

- Marilyn Scott for a 3-year term ending December 31, 2017;
- Paul Pulford for a 3-year term ending December 31, 2017;

- Scott Clevely for a 2-year term ending December 31, 2016;
- Sasha Gruetzmacher for a 2-year term ending December 31, 2016; and,
- Pamela Mulloy for a 2-year term ending December 31, 2016.

Carried

c) Annual Directors' Liability Insurance Renewal

S. Natolochny summarized details about the policy renewal, including the annual premium rate and coverage.

Moved by P. Pulford

Seconded by S. Clevely

That the Region of Waterloo Arts Fund approve the expenditure of \$1674.00 for a one-year renewable insurance policy, effective November 8, 2014.

Carried

Closed Session

Moved by S. Gruetzmacher

Seconded by I. Cisterna

That a closed meeting of the Region of Waterloo Arts Fund be held on Thursday, December 4, 2014 at approximately 4:25 p.m. in Room 218, for the purpose of considering the following subject matters:

- a) personal matters about identifiable individuals related to current applications

Carried

M. de Groot, P. Mulloy, P. Pulford and A. Thomas left the meeting room at this time and did not attend the Closed Meeting session.

Motion to Reconvene Into Open Session

Moved by S. Gruetzmacher

Seconded by S. Clevely

That the Region of Waterloo Arts Fund reconvene into Open Session at 4:44 p.m.

Carried

M. de Groot, P. Mulloy, P. Pulford and A. Thomas returned to the meeting.

Other Business

- a) Review/Approval of Recommendations from Peer Assessment Panel for Fall 2014 Grants

M. Scott advised that the following applicants did not submit Stage 2 applications:

F14-05, Anne-Marie Donovan
 F14-13, Stephanie Sokolowski
 F14-26, Amy Kathleen Williams (Daisy Chain)
 F14-30, Oluwatobi Ajibolade
 F14-40, Tim Louis
 F14-52, Carin Lowerison (green light arts)

Moved by S. Clevely

Seconded by S. Gruetzmacher

That the recommendations from the Peer Assessment Panel for Fall 2014 grants be approved as follows:

ID#	First	Last	Organization	Amount Granted
F14-04	Heather	Majaury	Kaleidoscope Collective	\$8,000
F14-08	Rufus	John	Urban X Entertainment	\$5,000
F14-11	Anna	Ronai		\$8,000
F14-14	Alison	Feuerwerker	Waterloo Chamber Players	\$4,000
F14-23	Heather	Franklin	Button Factory Arts	\$6,350
F14-06	Danny	Bailey		\$4,000
F14-15	Camilla	Bouchet		\$3,000
F14-31	Elsa Jayne	Ruck		\$3,500
F14-35	Nathan	Stretch	Bass Lions	\$4,000
F14-43	Amy	Rola		\$3,500
F14-53	Julia	Narveson		\$2,000
F14-20	Susan	Coolen		\$12,000
F14-25	Laura	Dyck	Quiet in the Land	\$2,000
F14-41	Richard	Garvey		\$5,000
F14-54	Brad	Levia	Ever Lovin' Jug Band	\$8,000
F14-10	Ashot	Ariyan		\$6,000
F14-21	Nada	Humsi	Kitchener-Waterloo Arab Canadian Theatre	\$10,000
F14-29	Drew	Maddison	Inter Arts Matrix	\$12,000
F14-49	Erin	Bow		\$6,000
F14-22	Bill	Roberts	Cambridge Symphony Orchestra	\$7,500
			Total	\$119,850

Carried

The following applications were not recommended to receive Board approval for an Arts Fund grant:

ID#	First	Last	Organization	Amount Requested
F14-17	Debra	Lacoste	Kitchener-Waterloo Chamber Orchestra	\$11,545
F14-33	Terre	Chartrand	Samarian Woman 28 Collective	\$5,000
F14-42	Bryn	Ossington	At the Root Festival	\$6,000
F14-09	Joshua	Chislett		\$4,000
F14-18	Lyndon	Horsfall	Dragongem Productions	\$12,000
F14-32	Ken	Ogasawara	Rosco Films	\$12,000
F14-51	Brad	Schinkel	PUUR Media	\$5,000
F14-01	Tim	Moher	TMJAZZ	\$15,000
F14-12	Jacques	Levesque		\$5,000
F14-19	Courtney	Elliott	That Awful Rhythm	\$5,800
F14-28	Mike	Elliott		\$4,000
F14-34	Johanna	Pavia	SoulDrive	\$8,000
F14-36	Roberto	Angelis	The Ontario Poetry Society	\$7,500
F14-37	Steve	Breen		\$6,000
F14-46	Dave Rozell	Soehner		\$5,000
F14-50	Tyler	Stoddart	Love Banshee	\$2,500
F14-55	Amanuel	Negussie		\$7,800
F14-03	Jessica	Anderson		\$9,950
F14-24	Suzanne	Church		\$1,500
F14-45	Sarah	Granskou		\$4,500
			Total	\$138,095

b) Peer Assessment Panel Review Process

M. Scott provided opening remarks about the Fall 2014 stage 2 application review process. She provided the names and backgrounds of the four (4) members who participated on the Peer Assessment Panel (PAP). She outlined the number of people she attempted to recruit for the PAP and the challenges in confirming participants who didn't have conflicts with any of the stage 2 applications.

S. Gruetzmacher, who attended the PAP meeting as an observer, provided feedback on the processes undertaken during the meeting. She noted that using a rating system was effective in consensus building.

M. Scott opened the discussion seeking input from each Board member about the pilot Peer Assessment Panel Review Process undertaken during 2014.

Members of the Board expressed concern with the role of Board members in the stage 2 application review process, citing disconnection with the process; the diversity of expertise of the PAP as a whole since some art disciplines were not represented; and, the ineffective use of resources of the Board, with the Chair having an extra workload and added responsibility as a result of recruiting and facilitating the PAP meetings.

Several views were exchanged about how to improve the application review process, the application tools, transparency and accountability of the review and decision-making processes and the diversity and use of the expertise on the Board.

* K. Seiling left the meeting at 5:16 p.m.

The Board agreed that the application review process needs improvement and confirmed the need to continue developing fair conflict of interest procedures for Board members. There was general agreement to demonstrate to the arts community that concerns about conflict of interest issues were heard and that there is a commitment by the Board to continue to improve accountability and transparency.

Moved by S. Clevely
Seconded by P. Mulloy

That the Region of Waterloo Arts Fund conclude the Peer Assessment Panel (PAP) review of grant applications pilot undertaken in 2014;

And that the Board review the pilot process to examine the merits and challenges of the Peer Assessment Panel (PAP) review of grant applications;

And further that the Board continue to develop and apply best practices for reviewing grant applications and addressing Board conflict of interest issues.

Carried

* P. Mulloy left the meeting at 5:47 p.m.

Correspondence

a) Neil Vidyarthi, Re: F13-42 – Request for Project Extension

The Board discussed the request and directed staff to send written notification of the Board's decision.

Moved by S. Clevely

Seconded by P. Pulford

That the Region of Waterloo Arts Fund approve the request for project extension for Neil Vidyarthi's project (F13-42), until September 30, 2015, at which time a Final Report will be due.

Carried

b) Marc Hurwitz, Re: F13-25 – Request for Project Extension

The Board discussed the request and directed staff to send written notification of the Board's decision.

Moved by S. Clevely

Seconded by S. Gruetzmacher

That the Region of Waterloo Arts Fund approve the request for project extension for Marc Hurwitz's project (F13-25), until August 31, 2015, at which time a Final Report will be due.

Carried

c) Marcus Wanka, Teen Violence, Re: F13-56 – Request for Project Extension

The Board discussed the request and directed staff to send written notification of the Board's decision.

Moved by S. Gruetzmacher

Seconded by I. Cisterna

That the Region of Waterloo Arts Fund approve the request for project extension for Marcus Wanka's, (Teen Violence) project (F13-56), until May 31, 2015, at which time a Final Report will be due.

Carried

d) Grand River Jazz Society Re: Jazz Room

Received for information.

M. Scott encouraged Board members to submit names to the Nominating Committee so that new members can be recruited for appointment at the January 2015 Board meeting.

Adjourn

Moved by M. de Groot

Seconded by I. Cisterna

1757713

That the meeting adjourn at 5:51 p.m.

Carried

Board Chair, M. Scott

Corporate Clerk, S. Natolochny