



Region of Waterloo Arts Fund Minutes

Thursday, October 1, 2015

3:14 p.m.

Room 218

Regional Administration Building

150 Frederick Street, Kitchener, Ontario

Present were: Chair M. Scott, S. Clevely, P. Mulloy, R. Nixon, A. Thomas* and J. Wichers*

Members Absent: E. Bolton, S. Gruetzmacher, K. Redman and K. Seiling

Also Present: Artist-at-Large Advisors, P. Campsall and J. Rula

The meeting started without quorum.

Self-introductions took place and Paul Campsall and Jax Rula were welcomed as Artist-at-Large volunteers assisting to review applications in Film/Video and Visual Arts: Interactive/Exhibition.

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 Stage 1 applications.

Approval of Minutes

Open Session – September 10, 2015

Moved by S. Clevely

Seconded by P. Mulloy

That the Region of Waterloo Arts Fund approve the open session minutes of the meeting held on September 10, 2015.

Carried

1976989

Business Arising From The Minutes

a) Board Recruitment – Update

M. Scott advised that S. Gruetzmacher has submitted her resignation effective immediately, due to other time commitments. The board accepted her resignation with regrets. M. Scott said that board recruitment continues and she encouraged board input.

b) Spring 2015 Outstanding Grant Agreements – Update

M. Scott stated that the Grant Agreements for S15-40 and S15-63 have now been signed and submitted. The Agreement for S15-21 has been signed but the condition has not yet been met since the artist is not expected to be confirmed and finalized until later this year.

c) Final Report Review Committee – Update

M. Scott advised that the committee met after the last board meeting. Most of the Final Reports reviewed have been approved and the 2nd installments have been issued. One file has been asked to submit detailed financial information and others have been asked to provide some additional information. Overall, she said that the Final Reports are coming in as they should be and there isn't anything that the board needs to be concerned about.

* A. Thomas joined the meeting at 3:22 p.m. and quorum was achieved. The motion to approve the minutes from the September 10th meeting was carried at this time.

Correspondence

a) Paul Knowles, Waterloo Song Cycle Collaborative (F13-14), Re: Request for Project Extension

Copies of the written request were distributed and the Board discussed the request, directing staff to send written notification of the Board's decision. The board indicated that this would be the last extension given for this project.

Moved by S. Clevely

Seconded by R. Nixon

That the Region of Waterloo Arts Fund approve the request for project extension for Waterloo Song Cycle Collaborative project, Across the Senses: A Marriage of Visual Art and Song (F13-14), until December 31, 2015, at which time a Final Report will be due.

Carried

New Business

1976989

a) Directors' Liability Insurance – Approval

S. Natolochny advised that while a renewal application has been completed for the annual insurance coverage, a final quote hasn't yet been received but is expected before the end of this month. She stated that Finance has advised that the Directors and Officers Liability insurance quote has been received and is \$800 plus taxes. Still pending is the quote for the Commercial General Liability; last year it was \$750 plus taxes. It's anticipated that the total cost for insurance for the period November 8, 2015 to November 8, 2016 will be \$1550 plus tax (\$1674).

She suggested that the board has the option to approve the insurance expense with a maximum of \$1800 or it could wait until the final quote is available and approve it at the December meeting. The board agreed to approve the expenditure at this time.

Moved by S. Clevely

Seconded by A. Thomas

That the Region of Waterloo Arts Fund approve the annual insurance renewal expenditure of up to \$1800 plus applicable taxes, for the period November 8, 2015 to November 8, 2016.

Carried

b) 2016 Promotional Post Card

M. Scott stated that if the board agrees to produce a promotional postcard for 2016, some approvals are required at this time such as the design and the application deadline dates. The board discussed the benefits of the postcard and the distribution process. M. Scott advised that deadlines on the postcard need to be finalized. The board agreed that the new postcard would have the same design as used for the 2015 postcard.

Moved by A. Thomas

Seconded by P. Mulloy

That the Region of Waterloo Arts Fund approve an expenditure no greater than \$400 for the printing of a 2016 promotional postcard.

Carried

The board reviewed the draft 2016 Application Timelines, as distributed and discussed future meeting times and dates. The board was satisfied to continue meeting on Thursdays but agreed that the preference is to meet earlier in the day so as not to conflict with personal and professional schedules. There was consensus to hold future application review meetings beginning at 1:00 p.m. The Artist-at-Large members

indicated that they were available to meet in December at the adjusted time. Staff were directed to email invitations for the December meeting. The Application Timelines will be posted to the website in December.

* J. Wichers joined the meeting at 3:36 p.m.

Moved by S. Clevely

Seconded by J. Wichers

That the Region of Waterloo Arts Fund approve the 2016 Application Timelines, as distributed.

Carried

c) Review of Fall 2015 Stage 1 Applications

M. Scott stated that 2 applications were received either late or via email this round. P. Hatch and J. Beckner have been advised by staff that their applications will not be reviewed by the board.

M. Scott noted that the financial statements as at September 30, 2015 have been prepared and these were distributed to the board. These statements were received for information.

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 applications, were made by the Board members in Open Session:

Application ID	Board Member	Reason:
F15-61	A. Thomas	She works at the K-W Art Gallery. Indirect conflict.
F15-70	A. Thomas	She may be involved in project. Indirect conflict.

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

The Artist-at-Large members had no conflicts to declare for the applications that they were asked to review.

Motion to Go Into Closed Session

1976989

Due to the nature of the discussion related to personal matters about identifiable individuals, the Board moved into Closed Session.

Moved by A. Thomas

Seconded by P. Mulloy

That a closed meeting of the Region of Waterloo Arts Fund be held on Thursday, October 1, 2015 at approximately 3:47 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

Motion to Reconvene Into Open Session

Moved by J. Wichers

Seconded by P. Mulloy

That the Region of Waterloo Arts Fund reconvene into Open Session at 7:32 p.m.

Carried

Moved by S. Clevely

Seconded by A. Thomas

That the following Fall 2015, Stage 1 applications proceed to Stage 2 review, as follows:

ID#	First	Last	Organization	Amount
F15-09	Kathleen	Sheehy	Lost&Found Theatre Inc.	\$3,200
F15-26	Gwyneth	Mitchell		\$6,000
F15-34	Rob	Ring	Ring Productions	\$9,000
F15-55	Laura	De Decker		\$1,500
F15-02	Jockie (Jocelyn)	Loomer- Kruger		\$7,500
F15-07	Jane	Orend		\$4,500
F15-08	Robert	Motum		\$5,000
F15-06	Jonah	Kay	Monarch Woods	\$5,155
F15-16	Kathryn	Ladano	NUMUS Inc.	\$12,000
F15-52	Nathan	Stretch	Bass Lions	\$5,500
F15-57	Ryan	Cassidy		\$5,500
F15-22	Alison	Feuerwerker	Waterloo Chamber Players	\$7,000
F15-39	Carol Leigh	Wehking		\$5,000

F15-69	Nathalie	Bouchard	Association des Francophones de Kitchener-Waterloo (AFKW)	\$6,000
F15-71	Ted	Harms	VOC Silent Film Harmonic	\$5,000
F15-12	Stephen W.	Young		\$12,000
F15-19	Anne-Marie	Donovan	Blue Bird Theatre Collective	\$12,000
F15-30	Muriel	Meehan	Laurier Musical Theatre	\$1,500
F15-44	Viktorija	Kovac		\$12,000
F15-04	Jennifer	Gordon	YWCA Kitchener-Waterloo	\$1,700
F15-13	Catherine	Mellinger		\$4,800
F15-23	Matt	Borland		\$3,000
F15-29	Kristen	Antaya		\$1,565
F15-32	Robert	Achtemichuk		\$4,150
F15-33	Sarah	Kernohan		\$5,000
F15-46	Isabella	Stefanescu		\$8,500
F15-49	Kim	Auch	Summer Lights Festival	\$5,000
F15-58	Heather	Franklin	Button Factory Arts	\$12,000
F15-66	Amanda	Rhodenizer		\$5,000
F15-11	David	Jensenius		\$5,000
F15-40	Drew H.	Maddison	Inter Arts Matrix	\$15,000
			Total Requested	\$196,070

Carried

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

ID#	First	Last	Organization	Amount
F15-01	Jake	Marken		\$7,500
F15-18	Mark	Tonin		\$5,000
F15-35	James Anthony	Usas		\$8,000
F15-36	Nick	Iden		\$3,200
F15-38	Stephen	Svenson	Grey Zone Productions	\$10,000
F15-48	Grayson	Moore	Dorsal Films	\$18,000
F15-51	Mark	Ramitt		\$7,500
F15-53	Joe	Mancini	Commons Studio - The Working Centre	\$5,500
F15-54	Jocelyn Anna	Lernout		\$10,000
F15-63	Sean	Jasmins	Blue Fusion Productions	\$10,000
F15-65	Duncan Finnigan	& Lyndon Horsfall		\$10,000
F15-68	Valerie	Magarian		\$5,600

F15-05	Jessica	Hodgson		\$2,400
F15-25	Paule Madeleine	Charland		\$1,000
F15-31	James	Bow		\$2,699
F15-47	Charlène	Le Duc	Kulture Musings	\$4,500
F15-10	Ryan Patrick	Sullivan		\$3,000
F15-14	Tim	Kitchen	Cambridge Live Music	\$4,000
F15-20	Duncan	Nicholls	Outer Islands	\$7,000
F15-21	Tyler	Martin		\$3,000
F15-37	Luka	Atak	Canadian Aweil Youth Association	\$6,000
F15-42	Janice	Lee		\$3,000
F15-45	Faith	Walker		\$8,000
F15-56	Loretta	Fullerton		\$6,000
F15-59	Luke	MacDonald	Grizzly Waves	\$5,500
F15-62	Robert	Lang	The Renaissance Singers	\$2,000
F15-17	Tim	Moher	TMJAZZ	\$15,000
F15-27	Miroki	Tong	Altekrea	\$10,000
F15-43	Beth	Murch	KW Poetry Slam	\$4,000
F15-03	Cathy	Farwell		\$35,000
F15-15	Gena	Meldazy	KW BookCycle	\$10,000
F15-41	Stephanie	Halapija	THEMUSEUM	\$5,000
F15-61	Crystal	Mowry	Kitchener-Waterloo Art Gallery	\$7,500
F15-64	Joe	Martz		\$1,000
F15-24	Leanne	Hohl	Popular Minority Productions	\$8,500
F15-28	Terre	Chartrand	women-Driven Inter-Arts	\$10,000
F15-50	Earl	McCluskie	Chestnut Hall Music	\$4,500
F15-60	Chris	Martin	Almost Trying Super Hard	\$10,000
F15-67	Dan	Adair	The Dexter Holmes Story	\$3,000
F15-70	Carolyn Dawn	Good		\$8,000

Next Meeting – December 3, 2015 (Review of Fall 2015 Stage 2 Applications)

Adjourn

Moved by A. Thomas

Seconded by R. Nixon

That the meeting adjourn at 7:33 p.m.

Carried

Board Chair, M. Scott

Corporate Clerk, S. Natolochny