

Waterloo Region Arts Fund Minutes



September 8, 2022, 3:30 pm
Meeting to be held electronically
150 Frederick Street, Kitchener, Ontario

Members Present: Karen Redman, Susan Scott, Jax Rula, Lindsay Golds, Adam Qualter, Debbie Knepper, Peter Shannon, Doug Kirton, Carol Ann Treitz

Members Absent: Helen Jowett

1. **Call to Order**

Lindsay Golds, Co-Chair, Region of Waterloo Arts Fund, called the meeting to order and welcomed everyone to the Board meeting.

2. **Declarations of Pecuniary Interest Under the Conflict of Interest Policy of the Region of Waterloo Arts Fund**

None declared.

3. **Approval of Minutes of Previous Meeting**

Moved By Susan Scott
Seconded By Doug Kirton

That the Region of Waterloo Arts Fund approve the open session minutes of the meeting held on June 16, 2022.

Carried

4. **Business Arising from the Minutes**

5. **New Business**

5.1 **Ratification of Grantee Requests (approved in principle via email)**

Moved By Susan Scott
Seconded By Adam Qualter

That the Region of Waterloo Arts Fund Board approve the following requests:

1. Karen MacLeod (F21-38), Project: Folk Baroque
 - First project extension request for 6 months to June 30, 2023, Final Report due by August 30, 2022
2. Justin Hamilton (S21-09), Project: There's Power in His Blood – The Truth Behind the Music
 - First project extension request to September 30, 2022 with Final Report due November 30, 2022
3. Waterloo Concert Band, Jess Larmer (S21-37), Project: Spring 2021: Original Concert Band Commission
 - First project extension request for one-year extension to June 30, 2023 with a Final Report due August 30, 2023.
4. Inter Arts Matrix, Sheila McMath (S21-45), Project: A Hole in the Ground
 - First request of a 16-month extension with Final Report due December 31, 2023.
5. Andrea Filiatrault (S21-51), Project: Rescued Waste Becomes Art
 - First request for a 3 month extension November 30, 2022 with a Final report due January 30, 2023
6. Carl Hiebert (S21-80), Project: Living On – The Gift of Wings
 - First request for a 3 month extension to September 30, 2022 with a Final Report due November 30, 2022
7. Three Sisters Cultural Centre (S22-85), Project: Woolwich Expressions in Fibre Traditions (WEFT FEST)
 - First Request for a Project Extension to April 30, 2023 with a Final Report due June 30, 2023
8. Amy Neufeld (F21-55), Project: Witches in the Woods
 - Second extension request for a 1 year extension to December 31, 2023 with a Final Report Due date of February 28, 2024
9. Tammy Whetham (F21-37), Project: Miss Tammy Darling EP
 - First request for a 2-month project extension to April 30, 2023.
10. Steve Sugarman (F19-02), Project: Miss You Mom
 - Second extension request approved with a Final Report due date of March 31, 2023

Project Changes:

1. Perry Gasteiger (F21-53), Project: Original - Don't Think Twice, It's Alright, New Name: Bruising Bone: Life in Bloom
 - Greg Trumper has left the group and budget has been adjusted.

Returned Funds:

1. Ciaran Myers (S22-43)
2. Dylan Langan (F20-49)

Carried

5.2 Fall Webinar Open House - September 14, 2022

L. Golds stated that the Board is holding a webinar Open House along with Idea Exchange, to be held on September 14th, 2022 at 7 p.m. This information is being shared across our social media networks.

5.3 2023 Schedule of Meetings

Moved By Jax Rula

Seconded By Adam Qualter

That the Region of Waterloo Arts Fund hereby adopts the 2023 Schedule of Meetings as attached.

5.4 2023 Grant Applications Timeline

Moved By Carol Ann Treitz

Seconded By Jax Rula

That the Region of Waterloo Arts Fund adopt the 2023 Grant Applications Timeline as attached.

Carried

5.5 New Business - limit to capital expenses for grants

S. Scott noted that many funded projects are incurring capital expenses for their projects (i.e. camera, lpad, computer software, digital equipment, microphone, paintbrushes) that are technically in contravention of the rule that the Region of Waterloo Arts Fund does not fund capital costs. While these expenses alone don't fulfil the mandate of making art happen across Waterloo Region, some of this equipment is essential to the art projects.

The Board discussed the possibility of allowing up to a certain dollar amount or percentage of the grant request with a set maximum for the purchase of artist materials. Members were interested in whether other arts organizations were allowing capital expenses. Doug Kirton and RWAFA advisor Bill Chesney to research this and report back to the Board for further discussion.

5.6 Nomination of Board Member, Alix Voz - S. Scott

Susan Scott, Co-Chair, explained to the Board that she was approached by Alix Voz, Director of Cambridge Art Galleries about joining the board of directors for the Region of Waterloo Arts Fund. Alix is willing to fill the absence of Monica Braun, also of Cambridge for a period of September to December 31, 2022 while the Board continues its work toward making the Board more diverse. Alix's membership on the Board will be reconsidered in early 2023.

Moved By Susan Scott

Seconded By Doug Kirton

That the Region of Waterloo Arts Fund accept the nomination of Alix Voz for the term of September to December 2022.

Carried

Moved By Susan Scott

Seconded By Lindsay Golds

That the Region of Waterloo Arts Fund approve a one-year extension of Jax Rula and Peter Shannon's membership to December 31, 2023.

Carried

7. Other Business

7.1 Final Reports Review Committee Update – C.A. Treitz

Carol Ann Treitz suggested that we receive Final Reports bi-monthly in January, March, May, July, September and November.

A report from the Chair of the Review Committee to come back to administration staff with approval to release the remaining funds, or ask for further clarification on contents of Final Reports.

7.2 Imagining Equitable Futures Update - L. Golds

Jennifer Chan has been busy creating an EDI Advisor Committee. Participants from Jenn's research for her report were asked to join the Committee to review our policies, procedures and recommendations from Jenn for implementation. We should have an update from members of this committee soon and will have more meetings with Jenn to action items

from her Centering Equity, Diversity and Inclusion Needs Assessment and Recommendations Report.

7.3 Communications Committee Update

Grace Scheele, social media coordinator, provided a social media presentation covering the period of October 2021 to September 2022.

The Region of Waterloo Arts Fund has the largest reach on Twitter, with more interactions, more followers and more engagement on Instagram.

Instagram has changed with no more videos, only reels on Instagram.

Grace provided a breakdown of her 8-hour weekly schedule working on social media for RWAFF. She requested clearer guidance from the Board with targeted future goals, messaging and more education.

She recommended possibly offering a social media marketing workshop for beginners for artists to showcase their work.

7.4 Website Update - L. Golds

Lindsay Golds updated the Board that she is working toward changing the Arts Fund website to Dashboard and templating it using Wix.

Transfer of Domain after it is complete, before end of calendar year.

8. Next Meeting

9. Adjourn

Moved By Jax Rula

Seconded By Karen Redman

That the meeting adjourn at 4:35 p.m.

Carried

Committee Clerk

Committee Chair