

**Minutes: Meeting, October 21, 2021 – 5:00 p.m.
Zoom**

In attendance: Peggy Mezei (President), Ian Zadeiks (Vice-President), Scott Rowland (Treasurer), Jeremy Duchan (Secretary), Jon Oxley, Janene Moch, David Gabert, Suzanne Lint (Executive Director), Danielle Gibson (Recording Secretary)

Regrets: Sharon Stevenson-Ferrari

1. Call to Order: 5:00 pm

A) Approval of the Agenda, confirmation of a quorum

Motion 08-01: To approve the agenda of the October 21, 2021 Board meeting.

By: Ian Zadeiks Seconded: David Gabert CARRIED

B) Approval of Minutes

i) Monthly Board Meeting – September 16, 2021

Motion 08-02: To approve the minutes of the September 16, 2021 Board meeting.

By: Ian Zadeiks Seconded: Jon Oxley CARRIED

2. Business Arising:

A) COVID Guideline update

Recent city and provincial actions support the Safe Return to Arts Programming guidelines, making them easier for groups to enforce.

3. Action Items:

A) Financial

i) Year End Projection (Scott Rowland)

Revenues in Admin, Leadership and Casa are up due to the wage subsidies, but most program revenues are down. Expenses are down overall, most noticeably in wages and salaries due to hourly staff layoffs at the beginning of the year and some unfilled positions. Another surplus is expected at year end.

Motion 08-03: To approve the 2021 projected compared to 2021 budget report as presented.

By: Scott Rowland Seconded: Ian Zadeiks CARRIED

ii) 2022 Funding Initiatives

▪ Concert Series

Motion 08-04: To approve the funding of the Concert Series for one year with \$20,000 from reserves.

By: Ian Zadeiks Seconded: David Gabert CARRIED

▪ Indigenous Curatorial Project

Motion 08-05: To approve the funding of the Indigenous Curatorial Project for five years with \$5,000 per year from reserves.

By: David Gabert Seconded: Jon Oxley CARRIED

- Travel Alberta Grant Collaboration: Funding already approved
- AAC Works Fixtures: The Board has asked for a detailed budget and cost benefit analysis before determining whether this project will be funded.

iii) Revised Financial Policy – Second & Third Reading

It is recommended that the wording be changed from "presentation" to "preparation" in Regulation 4.4: *The Board will allocate all operational surplus funds to the reserves annually following the preparation of the Year-End Financial Statement.*

Motion 08-06: To approve the second reading of the revised Policy 3.1 Financial Management and Policy 3.3 Bursary Program.

By: Scott Rowland Seconded: Jon Oxley CARRIED

Motion 08-07: To approve the third reading of the revised Policy 3.1 Financial Management and Policy 3.3 Bursary Program.

By: Scott Rowland Seconded: Janene Moch CARRIED

Motion 08-08: To move the existing reserves as at the Year-End Financial Statement date to the Sustainability and Strategic Initiative funds as presented in Regulation 4.4 Appendix 1.

By: Scott Rowland

Seconded: Ian Zadeiks

CARRIED

iv) COVID Policy – First Reading

Motion 08-09: To approve the first reading of the new 3.4.2 COVID Policy.

By: Jon Oxley

Seconded: Scott Rowland

CARRIED

B) Strategic Planning

New Board members should be included in the planning process. The session will be tentatively planned for February.

4. Reports:

A) Committee

i) Performing Arts Advocacy Group (Peggy Mezei, Suzanne Lint)

B) Administrative (Suzanne Lint)

- i) Staff
- ii) Communications
- iii) Project/Membership
- iv) AAC Works
- v) Public Art
- vi) Facility
- vii) Education
- viii) Gallery

C) President's (verbal)

A letter of support has been requested for a Downtown Lethbridge placemaking and wayfinding initiative.

D) Board Director's (verbal)

- Jon recently returned from a three-week vacation and is pleased to report that copies of the University of Lethbridge Art Gallery publication have arrived.
- Janene attended the Symphony this week.
- Ian's firm has been renovating the building previously occupied by Peterson & Purvis and will be moving there in the next few months.
- David opened and closed the first Theatre Outré show of the season; and was able to attend the Art of Giving.
- Jeremy has been very busy at Gentlemen III; and recently set up Halloween decorations.
- Scott visited Canmore's community arts centre and some art galleries in August.

5. Other Business

6. Correspondence

A) Letter – SAAG

B) Letter – Dave McCann

7. Adjournment: 6:03 pm

By: Ian Zadeiks