

Kindle Arts Society

Kindle Art Society

Board Meeting Minutes -March 14, 2012

Meeting Date: March 14, 2012

Start time: 6:00pm

Location: Morgan's house (2644 Prior St)

Order of Business

1. **Attendance (quorum met)**
 - a. Steve, Edd, Morgan, Amara, Jared, Clamb (Visitor)

2. **Approval of Agenda**
 - o **Motion:** to approve agenda
Motion By: Steve
In favour: All

4. **Previous Minutes**
 - o **Motion:** to approve previous minutes
Motion By: Steve
In favour: All

3. **Chair's Report**
 - a. Nothing to report

4. **Treasurer's Report**
 - a. *Treasurer's Report (10 mins)*
Chequing account = \$5,154.53
Paypal account = \$2,224.60

TOTAL = \$7,379.13
- \$1500 for Leadership Conference
- \$300 for Carnivale Sonica deposit

 - b. **Motion:** move all but \$500 out of PayPal account
Motion By: Amara
In favour: All

- c. **Motion:** move final funds to Vancity ASAP
Motion By: Morgan
In favour: All
- d. **Motion:** to create a bylaw that two directors must sign for all expenses over \$500
Motion By: Morgan
In favour: All
- e. **Motion:** that all directors will have signing authority
Motion By: Morgan
In favour: All
- f. **Motion:** that KindleArts to pay for credit union membership
Motion By: Morgan
In favour: All

5. Reports from Teams

- a. **Motion:** use term “team” not “committee”?
Motion By: Amara
In favour: All
- b. **Motion:** that each team is to create with their own mission statement to be passed by the board. Board will respond with list of expectations.
Motion By: Steve
In favour: All
- c. **Events & Workshops**
 - **Carnivale**
 - contract not yet signed
 - working on promotional material
 - team assembled
 - a. **Talent:** Bunny
 - b. **MCs:** Amanda Coker, Stacy Ness
 - c. **Communications:** Steve
 - Steve to get Nato to set up ticketing
 - budget is upper costs for bracelets, may buy in bulk and use extras for Otherworld
 - decor budget may include buying permanent balloon beds
 - Morgan will copy budget into formal format
 - Facebook event will be created ~2 weeks before event
 - VEC has higher capacity, considering selling VEC-only tickets at door (stamps vs wrist-bands)

- contract with Sonica will specify no extra people
- Carnivale CORE donations
- Steve would like if core could bring a model or something to Carnivale
- **Motion:** To approve the budget for Carnivale
Motion By: Steve
In favour: All
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- **Motion:** That Carnivale participants not be required to sign waiver.
Motion By: Steve
In favour: All

d. **Arts Grants Committee**

- Art Grants Committee has been created: discuss arts grant budget recruited via BurnVic and strong-armed
- should Arts Team get budget for year or for events? Quarterly!
- **Motion:** give the Arts Team \$2000 for the spring, but they can ask for more.
Motion By: Steve
In favour: All

e. **Communications**

- **Motion:** to create Web Team with Steve as Doarch
Motion By: Amara
In favour: All
 - requirements:
 - a. user-friendly website management (for succession planning)
 - b. support ticketing system
 - c. include blog
 - d. subsites for Carnivale & Otherworld Jared will write some blog posts
 - e. Webteam to turn minutes into PDFs
- **Motion:** setup directed donation tool on BurnVic website
Motion By: Steve
In favour: All
- **Motion:** to accept the regional contact's offer to pass the BurnVic FB page over to KindleArts and rename the page accordingly
Motion By: Steve
In favour: All

6. **Correspondence**

- a. No correspondence

7. **Old Business (action items due from previous meetings)**

- a. None

8. **New Business**

- a. **Motion:** to make an e-mail address (carnival@kindlearths.ca) to be managed by Clamb and Dave
Motion By: Steve
In favour: All
(1) to make an e-mail address (carnival@kindlearths.ca) to be managed by Clamb and Dave Boon, allowing them to *create googledocs within the KindleArts domain* AND which they can use to manage questions about Carnivale. After the event, the address login will be changed and it will be forwarded to info@kindlearths.ca.
- b. **Motion:** pay fee for Edd to attend Artist Abundance workshop \$65?
Motion By: Amara
In favour: All
- c. **Motion:** pay fee for Edd to attend Artist Abundance workshop \$65?
Motion By: Amara
In favour: All
- d. Funding for regional summit
- e. **Motion:** that the board may make decisions via email if they are meetings setting, minor decisions. No \$\$ or major policy decisions. Major motions can be presented but can be voted by board to deferred to a meeting.
Motion By: Steve
In favour: All
- f. **Motion:** that all files for use by Kindle Arts be created in Google Docs under the info@kindlearths.ca email and filespace.
Motion By: Steve
In favour: All
Long term issue: due to the limitations of how our file space is set up, if a file is created by someone in their personal account, it remains out of control of the organization and the file may disappear. For historical and tracking reasons, all files need to be within the KindleArts filespace and then shared out from there.
- g. **Motion:** that steve create a treasurer@ kindlearths.ca
Motion By: Morgan
In favour: All
- h. **Motion:** that we hold a KindleArts logo contest. Winner will receive a ticket to Carnivale.

Motion By: Steve

In favour: none

Against: All

Steve to write requirements and an explanation of how it might work and present to board next meeting. Steve will research secure ways to vote.

- i. **Motion:** that Amara create a file template for minutes in spreadsheet format and store minutes in spreadsheets

Motion By: Amara

In favour: none

Against: All

- j. **Motion:** that Steve begin sending out individual emails relating to each bylaw for review

Motion By: Steve

In favour: All

We will confirm (final approval) each passed bylaw at the following board meeting. Same process as other email motions

9. Next Meeting

- a. *after April 9th 7:30pm (short meeting)*
- b. *will be at Amara's house*

10. Adjournment

Review of Actionable Items (5 mins)

- Edd - arts team creating process and forwarding to Steve in the next 2 weeks
 - go to vancity with morgan to create bank account
 - write arts mission statement
- Morgan
 - will continue to doc car budget for kindle records
 - vancity with edd to create bank account -NOT DONE 04-16-12
- to chair next meeting
- Amara- to seek out Gvias board books - Operations Manual
 - to create minutes spreadsheet

