

Kindle Art Society
Board Meeting Minutes - 2012-09-12

Time: 18:30

Where: 1190 View Street, Victoria BC

In attendance: Steve, Edd, Morgan, Jared, Amara, Dee, CLamb, Audrey, Duncan

Quorum met? Y

Chair: Steve

Secretary: Amara

Review of last meeting's minutes:

- Done by email

Board reports:

- Treasurer:
 - Otherworld report: Morgan created a report based on incomplete info from Hiltz. Long story short, it made money. Art/Participation grant monies still owing to some people. Deadline must be stated on future submissions.
 - Jared would like to see a better revenue estimate for future events. Would like to see Nato build better financial tracking info ticketing.
 - Morgan would like to archive budget sheets for future event producers and to be a part of an 'event bible'. Art/Participation grants should be a part of the financial report.
 - Morgan and Edd to provide a list of art grant recipients with descriptions for archival purposes

Special team reports:

- **Communications:** all tasks are up to date!
- **Strategic planning:** board to discuss at an in-person meeting Sept 18, 6pm @ Jared's
- **Website Team:** still being lazy. Jared and Steve testing and doing computer-y things.
- **Education Team:** To be formed Oct 17
- **Fall Event Team:** Proposals to be submitted by deadline (Sept 19)
- **Spring Event Team:** Unformed
- **Summer Event Team:** Unformed
- **Art Grants Team:**
 - Mission statement
 - **Job description:** The Arts Grants team is primarily responsible for the efficient and effective delivery of Kindle Arts Society grant programs. This includes tasks as varied as guideline and criteria development, responding to applicant questions, awarding grants, financial tracking, and reporting to the board.
 - **Art grants spending:** The Art team completed 15 grant applications in the first half of 2012, totalling \$2186 in requested funds, of which we approved \$1750. More funds were allocated but several grant requests were dropped by the applicants at the last minute. Currently there is a hole in the process, where cheque requests for artists go from the Art grant team to the treasurer, and we don't know if they have been filled.
Recommendations: Grants should not require accounting, receipts, or excessive paperwork from the artists. If the artwork shows up and it's obvious that the expenses and work involved is generally in line with the grant request we hand them a cheque or cash (which they sign for). Currently the process of receiving the Grant funds after they've been awarded is not a transparent process, and as far as I can tell, several of the artists did not receive their grants because they could not, or did not, navigate the process.

- **Edd needs to add caveat that KindleArts ultimately has control over grants**
- Edd suggests that there be a review process that ensures that the art proposed is the art that actually happens. No review of receipts but rather a review of creativity and accountability.
- Amara suggests the following process:
 - grant receiver builds art based on budget proposed to arts grant team and submits receipts to arts grant team
 - Someone from that art grant team verifies receipts and reviews built art (by pic or some other proof)
 - art grant assembles receipts and submits to treasurer, recommending that monies be paid to grant applicant
 - treasurer pays grant applicant
- Steve proposes tiered system for paying grants
- Morgan insists that there needs to be accountability based on tax laws; at the very least the grant receiver can sign for the monies
- art grant applicant must take pics of their art as proof - **add to criteria**
- criteria to be reviewed in spring around the start of next year's grant cycle
- Edd requests \$3000 for the last quarter of the grant cycle (fall/winter)
 - Approved by all

SPECIAL NOTES:

James Deane would like to know when Carnivale will be held, so that he can plan a spring event for Vancouver that does not overlap!

- We will have Carnivale in Feb/early March.
- KindleArts will wait to recruit the fall event lead before putting call out for Carnivale producer.

Special orders and/or motions via email:

- *None*

Completed tasks:

- Edd to post request for logo signed by KindleArts, logo submission is due **Oct 17!!**
- Edd to rewrite arts grant team job description
- Steve to broadcast request for fall events
- Steve to make Facebook event for next meeting and invite Hiltz, Rosa and Allan
- Steve to write job description for Fire Safety Liaison with Allan
- Steve to put call out for education team volunteers after Burning Man **due October 17**

Unfinished business:

- Otherworld report review
- Event proposals:
 - What will the formal decision process be to select an event lead?
 - What will the proposal deadline be?
- **Website:** to be discussed by Steve and Jared over email
- Logo: no submissions yet. Deadline is Oct 17.
- **Jared to write job description for Ranger Liaison with Rosa & talk to Amara**
- **Steve & Edd to look for backup site for Otherworld**
- Have work meetings in between board meetings
- **Arts Grants Report:** put into discussion of annual cycle
- **Annual Cycle Plan**
 - Floating events: intent proposed 4 months before event is held
 - will discuss after strategic planning meeting - TBDiscussed at next meeting in Oct.
- **Move official address to Amara's house**

New business:

- Several people interested in running a Decomp event:
 - Renee Sherritt
 - 1. GENERAL INFORMATION
 - **Start Date / Time:** October 27th / doors @ 9pm
 - **End Date / Time:** October 28th / 6am
 - **Description of Event:** This would be an indoor gathering within city limits for easy access (outdoor fire spinning / indoor music, dancing, a showcase of visual / interactive / performance art which might include photos and silent video, and a liquor license).
 - **Overview of Setup:**
 - - Primary (larger) area with DJ, dance floor, minimal lighting, and projector for displays of photo/silent video art (decor might include light show and themed projector art)
 - - Secondary (smaller) area with ambient lighting, stage for performances, and displays of visual/interactive art pieces (decor would be themed and include pedestals to display visual art pieces and a themed dressing along the front of the stage. More details available if you'd like)
 - **Event Overview:**
 - **Fire-Spinning**
 - - this would take place at one designated place and on one or two occasions to control the environment and keep it safe for spinners and observers.
 - **Music**
 - - music would be going by 8:45pm when doors open. Volunteer DJs from the community would be invited to play 1-2hr sets, and as many as they would like, depending on the interest and number of slots to be filled. The music would be contained indoors in accordance with noise bylaws.
 - **Dancing**
 - - radical self expression ;)
 - **Visual Art**
 - - an open call would go out to the community to submit art pieces. This would not go out until after the venue is selected, so as to provide guidance to the best way to display the art. A disclaimer for lost or stolen art and/or security would also have to be considered, again depending on the venue.
 - - Videos and photos of Fertility in celebration of Victoria / Vancouver Island theme camps and of Psychophilia (if Kym & Co. would be interested - I haven't approached anyone yet with my idea to organize this event, as I would like the feedback of KindleArts on the overall idea first.)
 - **Interactive Art**
 - - a call for volunteer art displays would go out to the community. Same guidelines as above regarding venue / setup / disclaimer / security.

- - I would like to contribute an interactive piece. I would like to take hand- and foot-moulds of community members at the event, and I would cast them, bronze them and patina them at a later time for display at Carnivale or Otherworld or Burning Man 2013. Examples would be made in advance and on display at my interactive art station in the secondary space.
- **Performance Art***
- - approach the ladies of the Cupcake Burlesque to do a show (donated or paid)
- - approach spoken-word artists to voluntarily share some writing (preferably donated or in exchange for drink ticket(s)..)
- - a call-out to the community for hoop-dancers and belly-dancers to voluntarily entertain the adoring masses (preferably donated or in exchange for drink ticket(s)..)
- *Ideally I would like to put a call-out to the community to write in with their ideas and we can provide them with a time slot to voluntarily perform (there's a camp at Burning Man that does this but I can't remember what it's called..). All performances would take place back-to-back starting at 10pm.
- **Is This a 19+ Event:** Yes. I would like to obtain a liquor license for the event. If this is felt to be contrary to the *Constitution* or the *Ten Principles* then I will skip the bar. In my experience, a bar sells more tickets and will generate coins for the coffer.
- **Name 1:** Circus Maximus
- **Theme 1:** Circus Maximus, literally translated from Latin, means *Large Circus*, was the location of "*Ludi* [public games connected to Roman Religious festivals, which] ranged in duration and scope from one-day events ... to spectacular multi-venue celebrations held over several days, with religious ceremonies and public feasts, horse and chariot racing, athletics, plays and recitals, beast-hunts and gladiator contests." - (http://en.wikipedia.org/wiki/Circus_maximus).
- **Name 2:** Saturnalia
- **Theme:** As outlined in (<http://en.wikipedia.org/wiki/Saturnalia>), Saturnalia was "a quest for knowledge" that was embodied by "a carnival atmosphere that overturned ... social norms."
- 2. EVENT LEAD INFORMATION
- **Burner Name:** blue
- **Legal Name:** Renee Sherritt
- **Cell Phone:** 604-356-0275
- 3. TEAM INFORMATION
- **Support Team:**
- PAID STAFF
- - Security (with the number of paid staff depending on number of tickets sold and number of secure access points to the venue)
- - OFA

- - Bar Service (depending on the number of tickets sold and bar area to be serviced)
- VOLUNTEER STAFF
- - Technical support (1-2 volunteers per room, depending on AV and size of venue)
- - coat check (1)
- - bussers (1 or 0)
- - primary area coordinators (1-2 to monitor timing of DJs, smooth turnover from one to the next)
- - secondary area coordinators (this will vary depending on the performances and interactive / visual art feedback from the community)
- **Volunteer Recruitment Plan:** I would like to set up a Facebook event. Does the Kindle Arts Society have a database of potential volunteers..? I am also going to be in Victoria this weekend for Rifflandia and will start putting out the feelers.
- **Volunteer Tracking Plan:** Database in excel to track names and contact information. I will make phone calls two weeks, one week and three days prior to the event to be sure no one is going to flake out on the event. I plan to recruit extra bodies just in case. A sign-in sheet will be made and people will be asked to sign-in and -out for fire-safety reasons.
- **Management Plan:** I would like to plan this event with assistance from the community. I will happily accept feedback from those who wish to be involved and engage discussion where necessary.
- Mel Golder
 - at time of meeting, no specific plan for an event. Plans to be schemed over the weekend.
- Cam & Amara
 - daytime/nighttime party, ends @ 2am. Ties nicely with Audrey/Duncan's idea.
- Arlaine
 - at time of meeting, no specific plan for an event
- Audrey & Duncan (points for index cards & docs!!): Learning Man
 - Burner University: community-driven education; create infrastructure to foster participation and creativity; connecting people; creates a brand that can be used for events, workshops, etc; large event (multi-day) and small events; online database & resources; maker-faire-type event; support workshops at other events; workshops to be inclusive and accessible; have quality control; long-term; can bring in experts from elsewhere
 - decomp event that establishes the Burner University brand. Theme: school dance. Have a workshop that draws ppl in. Use established party template. Will need support/mentorship from someone with more experience. Kicks off bi-mthly (or whenever) workshops. Consolidates knowledge and experience in one place. Start with one-off workshops and can work towards larger, concurrent, events and themecamps; can be an event that happens later in the year
 - Bursary/scholarship program
 - ties nicely with the education program; Audrey & Duncan are interested in being a part of the education team

- adhering to the spirit of the 10 Principles
- Dee
 - is interested in being a team lead
- **Selection process:**
 - deadline: a week today
 - specific description of what they want to do
 - **keep to the existing criteria?**
 - **keep it formal in order to provide clean feedback and tracking to applicants**
 - should be novel and adheres to KindleArts purpose/mission
- Set a date to work on the annual cycle plan.
- **All Directors to review the Otherworld report and provide feedback amongst themselves. Steve will consolidate all feedback and financial reports to send to Burning Man.**
- **Edd to announce fall/winter budget for arts grants.**
- Edd wants an email for his Weekly Shenanigans newsletter. Will take 'announce@kindlearts.ca'

Adjournment.