



**ANNUAL GENERAL MEETING 2014  
28 OCTOBER 2014, 7 PM  
WI HALL**

**Attending:**

**Directors:**

David Vincent, Director at Large  
Jenn Feenan, Secretary  
Jim Wilson-Storey, President  
Karen Aaker, Vice President  
Kathy Ramsey, Past President  
Leigh Cornett, Member at Large  
Moira Nichol, Director at Large  
Robyn McMahon, Treasurer  
Tina Jones, Director at Large

**Regrets:**

Jeff Molloy, Director at Large

**Staff:**

Michelle Benjamin, Executive Director

**Members:**

Alina Cerminara  
Antoinette Herivel  
Arlene Carson  
Dirk Huysman  
Erica Jackson  
Gerry Stefanson  
Jane Ferland  
Joan Harrison  
Lindsay Stocking Godfrey  
Liz Ciocea  
Liz Steele  
Maggie Mooney  
Marg Sutton  
Margy Gilmour  
Mary Ann Richards  
Maureen Karagianis

**1. Call to Order**

Jim Wilson-Storey called the meeting to order.

**2. Welcome, Introductions and Opening Remarks**

Jim introduced Directors and Staff.

**3. Confirmation of Notice of the Annual General Meeting & Establishment of Quorum**

Announcements about the date, time and location of this Annual General Meeting were shared with members in our newsletter on September 24 and October 8, via our website and other social media on October 7, and in a print advertisement in The Sounder on October 14. According to our bylaws, we require 3 members present at an Annual General meeting to establish quorum. We have quorum at this meeting.

**4. Approval of the Agenda**

Moved by Dirk Huysman, seconded Erica Jackson. **Passed**

**5. Approval of Minutes of the 2013 Annual General Meeting**

Moved by Dirk Huysman Seconded Liz Ciocea. **Passed**

## President's Report

The 2013/14 fiscal year, has been a significant success; in no short measure due to the amazing commitment and hard work of our volunteers, staff and board directors.

It has been a year of change, and enhanced focus; requiring energy from staff and directors. Some changes may not be immediately obvious, being of a backroom nature: establishing improved management and administrative systems and practices, recruitment of new staff. Taking a hard look at our finances and being realistic about what can be achieved and what has to be put on the back burner and managing the significant increase in our membership which now stands at 401.

It is also apparent that our Five-Year Strategic Plan (Working for the Arts) is serving the organization effectively. The Plan's performance measures focus on four areas:

1. Professional development opportunities of established artists.
2. Educational and training opportunities for emerging artists.
3. Enhancing the economic well-being of artists.
4. Enriching the Gabriola community through the arts.

Operationally the organization's programs and events have been received positively by members, the community and our visitors.

1. The Theatre Festival was a wonderful community event. It's worth noting we had 65 applications from theatre companies around the world for just 10 slots in the Festival Tent
2. The Isle of the Arts Festival continued to demonstrate that events can succeed even in the off-season and that the community has a thirst for opportunities to engage in the arts.
3. The Studio Tour, with a significant number of new and emerging artists, once again demonstrated the depth of talent on our Island
4. The Kitty Heller Art Therapy Program for cancer patients, plays a vital and increasing role in our community
5. Our support for the Youth Program, partnered with the Hope Centre, although not concluding in a performance, did enable a number of young people to experience the different stages necessary to mount a theatrical production.
6. The Artist in Residency Program, partnered with the Haven, demonstrated our commitment to emerging artists.

A major development is of course, finally acquiring ownership of this very building after 4 years. In no short measure, due to the commitment of many people, some not even associated with our organization. There is however one significant challenge to face in the months ahead, that is, I believe, the need to establish urgently a financial reserve to ensure we are protected from any down-turn in income generation.

Despite the challenge, I remain optimistic that in the coming fiscal year we will build on the recent progress made and further raise our performance, and in doing so, enhance the support to members, the community, our partners and ultimately the arts on Gabriola.

At this point I wish to mention, without taking away from everyone else's contribution, Village Foods. Village Foods continue to support the Gabriola Arts Council in so many ways. The latest being the issuing of Community Cards, which I urge you to purchase. I understand Michelle can help you with this later.

I'd like to conclude by saying, thank you all, for giving me the opportunity of serving Gabriola Arts Council and the innovative work it does. It is a privilege working with you, and on your behalf.

## 6. Treasurer's Report

A copy of the Financial Statements for the 12-month period ending 30 June 2014 is in your meeting package. GAC Treasurer Robyn McMahon will report on the financials.

These Financial Reports were prepared by K.D. Beausoleil and Company, Chartered Accountant. We are closing the year with a small surplus of \$1,500, and our revenues of approximately \$177,000 were \$26,000 over last year's budget of \$151,000. The increase in revenue is due to our success in receiving key grants from the BC Arts Council and others. Since that extra revenue was mostly project-related, expenses increased accordingly.

We now spend a significant percentage of our budget on staffing costs. At this moment, these costs are more than balanced by increased income generated through grants, donations and earned revenue. However, while we are currently in a secure cash-flow financial position, we do not have an operational surplus. This means we could be vulnerable if anticipated grants do not materialize or if earned revenues are less than expected. The board passed a motion at our last meeting to establish a reserve fund equivalent to one year's staff expenditure that will provide security in the case of decreased grants, donations or revenue. We'll create this reserve by consistently allocating a portion of all grants, donations and other income sources into an operational reserve. The reserve will only be used to meet shortfalls in the annual budget.

## BUDGET

You have a draft budget for fiscal 2014-15 in your package. This budget projects a \$35,000 increase in revenue over last fiscal year's actuals. This is a significant increase which is almost entirely due to real or projected revenue for the WI Hall, and some due to the grant we received to hire Alina Cerminara for one year in an internship position doing event coordination. We're budgeting for a small surplus, and no other extraordinary revenues and expenses.

There were some questions of clarification concerning the budget.

**Robyn moved:** "Resolved that the Treasurer's report, including the review engagement report and the draft budget for fiscal 2014-15 be accepted."

**Discussion.** Some members suggested we invest part or all of the contingency fund if and when possible. Seconded Lindsay Stocking Godfrey. **Passed**

We need to appoint an accountant for the next fiscal year, 1 July 2014 to 30 June 2015.

**Robyn moved:** "Resolved that K.D. Beausoleil and Company, Chartered Accountant, be appointed to conduct a review engagement for the Gabriola Arts Council for the fiscal year ending 30 June 2015, and that the Board of Directors be authorized to determine the remuneration for these services."

No discussion

Seconded Dirk Huysman. **Passed**

## 7. Executive Director's Report

### STAFF

Thanks to a Capacity grant from the BC Arts Council, last year we were able to increase my hours, maintain Joan Harrison's contracted hours as bookkeeper and financial administrator, and also hire Liz Steele to help with some of administrative tasks.

This has allowed me to focus more on outreach and development, two areas that I will continue to work on this year, especially with regard to this lovely building and our urgent need for more capital funds to carry out necessary improvements and renovations.

### GABRIOLA WOMEN'S INSTITUTE

Speaking of which, I want to thank the Gabriola Women's Institute for their incredible donation of this property. I know I speak for the entire board when I say that we are not only relieved to have completed the process, but also grateful, and mindful of the responsibility that comes with this gift.

Thanks to the board members, past and present, who helped to make this happen and didn't lose faith. Gratitude also to Madeleine Ani and Kevin Beausoleil, who led us through the final legal and financial maze. We've got a lot more to say about this, and I hope you will all stay after the meeting to participate in that conversation.

### MEMBERSHIP

Briefly on membership—we currently have 400 names on our paid-up membership list. That's 10% of the population, which is great. There are another 100 people who did not renew in June at year-end, so we'll try to get those people back on our list. We're hoping to increase our membership even more this year--we'll be rolling out some ideas in the next few months for ways to make that happen.

### PROGRAMS

We're so entrenched in this fiscal year it's hard to swing back into last year, but I can report briefly on our key programs and events.

**Gabriola Theatre Festival 2013**—the Fifth Annual—was a spectacular event. Call Mr Robeson was an early sellout, followed by festival favourite Lucas Meyers with the Crommoli brothers, the inimitable Antony Holland on stage as Shylock, and more Shakespeare from local theatre star Gary Davey. The outdoor stage, Street Art, the pancake breakfast, kids corner were all well supported and well attended, all under the direction of Jim Wilson-Storey. The 2014 Festival, under Alina's direction, was also a success—but that's for next year's discussion.

**The 2013 Studio Tour**, just over one year ago, saw many artists reporting best-ever sales and an increase in off-island visitors. We added the white flags to our marketing kit and they were a big hit with artists and visitors. At the 2014 Tour, just completed, we had a significant increase in participating artists including 14 new artists. Most artists have reported a decrease in visitors but significant off-island traffic, and sales comparable to other years. Next week at this same time and place, we're holding our planning meeting for the 2015 Tour, and we're also looking ahead to 2016 and the twentieth annual studio tour on Gabriola. Karen Aaker is the director in charge of the Tour, and keeps a close eye on all aspects of this growing event.

**The Isle of the Arts Festival** in April keeps blossoming. Last year we added a number of evening events, and were happy to see that they were all well attended and successful on all counts. Kudos to Kathy and Kate Wood for awesome organizing and some great big-picture thinking. Professional development for artists has become an important part of this Festival, and we'll be coming up with some new programming in that area for the 2015 Festival.

**The Healing Power of Art program** is an innovative and important element of our programming. We offered two sessions last year—one for cancer survivors, facilitated by Jaki Deer and Liz

McKnight, and one for seniors, facilitated by Kayte Summers. Both programs were well received, and it's exciting for us to be able to offer—at no charge to participants—this kind of community-building programming. A new session of the cancer program will start next week, and we're looking at some new ideas for this program for the year ahead.

We offered a **Youth Theatre project** last year, led by Kayte Summers and Genni Cooper, and working in collaboration with the Hope Centre. It was a great opportunity for local teens to learn theatre arts and general expressive arts skills. The project merged with the teen programming at the Isle of the Arts festival, and over six months the participants had opportunities to work with a number of theatre professionals including actors, writers, improv specialists, prop builders and more. We're putting our heads together to look at some new ideas for youth programming in 2015, and want to ensure that we are offering services to this important sector of the Gabriola community.

With all of our events, we're working hard to draw off-island visitors, and trying to assure people that the what's on offer here is worth the ferry fare. We hope to be working more closely with the GERTIE team next year to have special bus services integrated with all of our key programs, which may allow more people to walk on the ferry for local events.

#### **WEBSITE**

We're happy with how our website is functioning and it is now one of our primary communication tools. We now have the luxury of reviewing key pages and sections to ensure that they're as appealing and effective as possible. Thank you to **Dave Vincent** for keeping things up to date, and to **Colleen McCarthy** who is working with us to do some key design and revision work. Thank you to artists for keeping your directory pages up to date, and to Liz for making the process so smooth.

#### **FUNDRAISING**

A lot of my time in the coming year will be focussed on raising funds to maintain our existing programs and develop new ones, in accordance with our Strategic Plan. Finding capital funds to help with this building will be key. I'll be researching and reaching out to a variety of funders and donors, while also working on local initiatives like our planned giving campaign.

Thank you to our major funders and donors, including the BC Arts Council, the Province of British Columbia, the Department of Canadian Heritage, and in particular to a generous and anonymous donor whose contribution will help us to do the work we have to do on this building.

#### **VILLAGE FOODS COMMUNITY CARD**

I want to take this opportunity to make a plug for the Village Foods community card. This is such an easy way for everyone to help with the WI Hall fund, at absolutely no cost to you. And because of a federal government program, everything we raise through this project up to the first week of February will be matched. Please—purchase your card, give them as gifts or donations, tell all your friends and neighbours. Just to make it easy, we've got a stack of loaded cards here tonight. You give us \$100 cash or cheque and you get a \$100 card, and the donation has already been made.

#### **THANKS**

Thanks to all of the **local businesses** who support our events through ads in our brochures and in-kind contributions.

Thank you to all of the **community members who volunteer** at our events. Your participation is what makes the Arts Council work.

I want to thank **Nina Turczyn** for providing such professional and beautiful design work for our key marketing materials.

Thanks to **Joan Harrison**, our bookkeeper and financial administrator who calmly and efficiently keeps our money in order.

Huge thanks to **Liz Steele**, who—among other things—effectively wrangles the membership list, the website and the newsletter, and is just a lot of fun to work with.

Beginning in November, I'll be working closely with **Alina Cerminara**, who will be starting a one-year internship thanks to a new program at the BC Arts Council. Alina will be taking the lead on event organization and management. She's already made an enormous contribution to the theatre festival, and I'm looking forward to seeing what we can accomplish together over the next twelve months.

Thank you to this awesome board for your encouragement and support. Especially thanks to **Moir**, who is leaving the board, for bringing such useful experience and professionalism. And a large, heartfelt personal thank you to **Kathy**—I don't know what I would have done without you over the past couple of years.

Finally, thank you to this **incredible community of artists** who make my work exciting and fulfilling. I'm grateful every day for the opportunity to work on your behalf.

#### **8. By-law and Policy Review**

A document outlining proposed changes to our by-laws and policies is in your package.

Outline process. Review document. Questions/Discussion. Motion.

Volunteer Committee Sign-up sheets to be circulated for these four committees:

- 1) Nominations committee - approx 1 - 2 meetings per year, plus 3 - 4 hours of committee work over the year
- 2) HR policy committee - 1 - 2 meetings, plus approx 4 hours over the year
- 3) Privacy protection policy committee - 1 - 2 meetings, plus about 3 hours over the year
- 4) Financial practices committee - 1 - 2 meeting plus approx 3 hours over the year

#### **9. Election of Directors**

The next order of business is the election of directors. I'd like to thank departing Directors Kathy Ramsey and Moira Nichol. I'd also like to thank those directors who are continuing to serve. Call for nominations from the floor. (No nominations received).

**Karen moved** that the following people be accepted as Directors of the Gabriola Arts Council:

**Margy Gilmour**

**Jeff Molloy**

**David Vincent**

**Jim Wilson-Storey**

Seconded by Dirk Huysman. **Passed**

#### **This confirms the following slate of Directors for 2014-15:**

The Directors of the Gabriola Arts Council form a hard-working and committed volunteer Board that directs and guides GAC staff, volunteers and committees. The Board of Directors proposes the following slate (in alphabetical order in each category) for election at the 2014 AGM:

#### **Serving second year of two-year term (not up for election):**

**Karen Aaker | Vice President**

**Leigh Cornett | Member at Large**

**Jenn Feenan | Secretary**

**Tina Jones | Member at Large**

**Robyn McMahan | Treasurer**

#### **Newly elected:**

**Margy Gilmour | Member at Large**  
**Jeff Molloy | Member at Large**  
**David Vincent | Member at Large**  
**Jim Wilson-Storey | President**

**10. New Business**  
None

**11. Closing Comments and Adjournment**

I want to thank all of our donors, funders and sponsors. I especially want to thank all of our members, especially those of you who are here tonight to help us move through the important business of running the Arts Council. I'd like to invite you to stick around and join us in a conversation about the future of the WI Hall.

Jim moved to adjourn.  
Adjourned at 8.10