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Minutes of a Meeting of the ARTS COMMISSION

Held WEDNESDAY, MARCH 28, 2018, in Room 107, 625 Fisgard St., Victoria, BC

Present: Members: C. Plant (Chair), E. Bremner-Mitchell, P. Madoff (4:55, for J. Loveday), T. Ney, K. Roessingh, J. Rogers,

Staff: James Lam, Manager, Arts Development; J. Nichols, Community Outreach Coordinator, Arts Development; H. Heywood, Administrative Assistant (recorder)

Also Present: P. Sullivan, Chair, and C. Heiman, Funding Chair, Arts Advisory Council

Absent: M. Brame, J. Loveday, K. Kahakauwila

The meeting was called to order 4:00 p.m.

1 Approval of Agenda

MOVED by Member Roessingh, **SECONDED** by Member Rogers
That the agenda be approved as circulated.

CARRIED

2 Adoption of Minutes

MOVED by Member Roessingh, **SECONDED** by Member Rogers
That the minutes of the February 28, 2018, Arts Commission meeting be adopted as previously circulated.

CARRIED

3 Chair's Remarks

Chair Plant clarified that Commission members must have an alternate officially appointed by their respective Council in order to send an alternate to the Commission meeting. He acknowledged and thanked the Arts Advisory Council for their work in bringing the January 2018 Project Grant recommendations forward to this meeting. Chair Plant commented on changes to the Arts Commission, officially welcomed the Southern Gulf Islands and noted the District of Sooke has requested more information about the Arts Service. He also drew the Commission's attention to Item 5.2, Correspondence from Sidney, which officially states their intention to withdraw from the Arts Service at the end of 2018.

He advised members the City of Victoria is in the process of community consultation regarding regional facilities and that the operation of the Royal McPherson Theatre Society may be brought forward to the Commission for discussion in the next few months. Although not in their mandate, this may provide an opportunity for the Commission to act as a convener, as outlined in the Arts Strategic Implementation Plan.

Chair Plant remarked on the publicity in social media about the new Equity and Incubator grants and thanked staff for their work in bringing these new grants forward.

4 Presentations/Delegations - none

5 Commission Business

5.1 Arts Advisory Council Update

5.1.1 Arts Advisory Council Chair's Report (Verbal)

P. Sullivan remarked on on-going work for the new grants, including development of adjudication criteria around deficits, as well as eligibility and assessment criteria for project and operating grants. There are three grant deadlines in May and all recommendations will come forward at the June Commission meeting.

5.1.2 Arts Advisory Council Minutes for Information

MOVED by Member Roessingh, **SECONDED** by Member Bremner-Mitchell,
That the Arts Advisory Council minutes of March 6, 2018, be received for information.

CARRIED

5.1.3 Arts Advisory Council *Activities by Council Summary of March 6, 2018*

As presented.

The Commission expressed appreciation for the work the Arts Advisory Council does in adjudication as well as for the work provided in their advisory capacity.

5.2. Project Grant Recommendations from the January 2018 Deadline

J. Lam reviewed the purpose of the Project Grant program and the adjudication process followed by the Arts Advisory Council. In response to questions, C. Heiman provided clarification on application requirements, adjudication, and rationale for those applications not recommended for funding. Members were advised they could contact staff if they wish to review specific applications. Applicants that were unsuccessful are eligible to apply at the second application deadline, May 3, 2018.

J. Lam reviewed the criteria the organizations must be based and present their project in a participating municipality. Further discussion will take place under new business.

An events list of funded projects will be circulated to the Arts Commission and to the Arts Advisory Council for information. Funded applicants are listed on the Arts Service website with links to their individual websites.

MOVED by Member Ney, **SECONDED** by Member Roessingh,
That the Arts Commission approve the January 2018 Project Grant recommendations as presented.

CARRIED

5.3 Arts Implementation Plan Update (Verbal)

J. Nichols provided a summary of recent activity, particularly in relation to the new grant programs and the Arts Advisory Council position, including updates to the Arts Development website, a media release, e-newsletter, related social media campaigns, and direct emails to partner organizations and member municipalities. Results include a substantial increase in numbers visiting all social media platforms.

Grant workshops will be held in Victoria, Metchosin and through a conference call with Southern Gulf Islands during the first week of April. “Office Hours” in Centennial Square will provide informal drop-in opportunities for information about grants. For those who can’t attend a workshop, a phone-in option will be available.

A Community of Practice has been convened with municipal arts and culture staff, the most recent meeting having been on March 14. This provides an opportunity for municipal staff to collaborate on topics such as the upcoming Arts Summit on June 6. More information on this will be provided to the Commission in April.

It was suggested that staff investigate participating in Instagram as a means of capturing a different demographic.

Alternate Member P. Madoff entered the meeting at 4:55 p.m.

6. Correspondence

6.1 Town of Sidney, March 16, 2018, re: Notice to Withdraw from CRD Arts & Culture Support Service—CRD Bylaw No. 2884—Arts & Culture Support Service Establishment

MOVED by Member Rogers, **SECONDED** by Member Roessingh,
That the correspondence from the Town of Sidney be received for information.

CARRIED

Member Bremner-Mitchell noted that Sidney remains in the Service through 2018.

7 New Business:

7.1 Criteria for Organizations to be Based in a Participating Jurisdiction

In response to a question J. Lam advised members that one of the eligibility criteria requires an organization to be located in a participating municipality, based on their physical address. The Arts Service standard for a physical mailing address follows that required for registration under the BC Societies Act.

Staff was asked to provide a brief report at the April meeting outlining the principles behind this eligibility requirement.

8 Motion to Close the Meeting

MOVED by Member Bremner-Mitchell, **SECONDED** by Member Roessingh,
That the Commission close the meeting in accordance with the *Community Charter* Part 4, Division 3, Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.

CARRIED

The Commission moved to the closed session at 5:05 p.m.

The Commission rose from the closed session at 5:08 p.m. and reported the following:

That Deborah Etsten and Emmy Humber each be re-appointed for terms of three years ending March 2021; and that Bronwyn McLean and Ian Pears each be re-appointed for terms of three years ending May 2021.

9 Adjournment

MOVED by Member Ney, **SECONDED** by Alternate Member Madoff,
That the meeting be adjourned at 5:09 p.m.

CARRIED

CHAIR

RECORDER