

Kindle Arts Society

Kindle Arts Society

Board Meeting Minutes – January 5th, 2017

Time: 6:30 pm

Where: Edward's hovel

In attendance: Cam B., Chris L., Clair M., Shannon R., Edward W.

Quorum met? Yes

Chair: Clamb

Secretary: Edward

Agenda:

1. Monitoring Email
2. Finalize OW producer application
3. Call-out for spring event producer
4. Bylaws & Constitution
5. Clean Info Drive
6. Tracking Membership
7. Review BC Rangers agreement
8. Producer Agreement "Package"
9. Re-write of Event Report Requirements and Event Resources pages
10. Art grants cycles for 2017
11. 2017 Budget Proposal

Approval of agenda: Consensus.

1. Monitoring Email
 - Secretary to regularly check info account (at least weekly).
2. Finalize OW producer application
 - Document finalized; pending review and agreement with Producer.
3. Call-out for Spring Event producer
 - Call-out to be made in mail-out from Claire.
4. Bylaws & Constitution

- Pending final draft submission from the Bylaws & Constitution team, on January 12th, the Board of Directors will begin the revision process. The final draft of the Kindle Arts Society Bylaws & Constitution will be presented to the membership for discussion on February 25th (location to be announced).
 - Meeting Dates for BoD to examine Bylaws & Constitution:
 - January 12th, at Cam's, 6:30 pm till exhaustion.
 - January 19th, at Shannon's, 6:30 pm till exhaustion.
 - February 2nd at Clamb's, 6:30 pm till exhaustion.
 - **Action:** Post bylaw/constitution, when sending out review meeting notification on the 10th, include read-only link to the community for review. Also provide a link for commenting on document in order to solicit input from the membership.
 - **Action:** Shannon/Edward to book space for bylaw & constitution meeting by 25th & Consult with Claire.
5. Clean Info Drive
- Prioritize policy documents for the Bylaw & Constitution revision, review, and discussion; any other unrelated documents can wait till after the February 25th meeting. **Action:** Clamb and Cam will coordinate this effort.
6. Tracking Membership
- Spreadsheet to be used to track membership; maintaining up-to-date list becomes Secretary's role for 2017 (in conjunction with Event Producers and Team Leads).
7. Review BC Rangers agreement
- Revised Letter of Understanding, pending review by BC Rangers.
8. Producer Agreement "Package"
- Postponed; after bylaw/constitution.
9. Re-write of Event Report Requirements and Event Resources pages
- Postponed; after bylaw/constitution.
10. Art grants cycles for 2017
- Goes ahead as previously planned;
 - **Action:** Website for Art Grants must be updated; link provided to Claire by Cam for mail-out.
11. 2017 Budget Proposal
- Reviewed 2017 Budget. Discussion of major allocations.
 - **Motion:** to accept 2017 Budget: Edward **Vote:** Consensus. **Budget passed.**

New business:

- Kindle Arts Society - Event Financial Policy
 - Revised and updated.

Actions:

- **Action:** Post bylaw/constitution, when sending out review meeting notification on the 10th, include read-only link to the community for review. Also provide a link for commenting on document in order to solicit input from the membership.
- **Action:** Shannon/Ed to book space for bylaw & constitution meeting by 25th.. Consult with Claire.
- **Action:** Clamb and Cam will coordinate Info Drive organization.
- **Action:** Website for Art Grants must be updated; link provided to Claire by Cam for mail-out.

Next Meeting: January 28th, 4:00 pm (tentative).

Adjourn meeting: 9:29 pm.