



Kindle Arts Society

Board of Directors Meeting

Kindle Arts Society

September 14, 2020

Time: 6pm

Where: Hangouts

In attendance: Mike, Camille, Colin, Liam, Allister + Hiltz

Chair: Camille

Secretary:

Start time: 6pm

End time: 7pm

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Agenda

1. Chair report
 - a. Action from last meetings
 - b. Approve/Publish minutes on website
2. Treasurer's report
3. AGM
4. OW
 - a. Cancellation review
 - b. Laketown
 - c. Hoodies / T shirts sale
5. Burn in the City

Minutes

1. Chair report
 - a. Action from last meetings

Action: Write down process for Conduct Committee for future - DONE.

We want to send this the BC Rangers for feedbacks.contribution as soon as everyone had a chance to review it.

- b. Approve/Publish minutes on website

Action: to review the last minutes and approve them on Slack. (Colin and Camille)

- c. Improve tools

Action: investigate how much is full google hangout tool, in preparation for potential online AGM. Camille

2. Treasurer's report
 - a. Book review by bookkeeper (Cheryl) has been completed for all years of kindle arts up to 2020.
 - b. Dee (as a bookkeeper) has offered to be available at the AGM to answer questions



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Year End has been set to July 31 to align with the AGM. Cheryl is catching up from 2013 to 2020.

3. AGM
 - a. How AGM

Date for AGM 26th of September

An invitation had been sent to the Kindle Arts mailing list.

Virtual meeting google.

Decision: Planning full online AGM as the COVID situation is still on in BC.

TODO:

Define tools before the 13th, decide on the 14th

Prepare Report by the 9th so we can send it by the 18th

Social media:

- Last call for nominees, in a week on the 9-10? (Mike-Lyndsey) DONE
- Add event in facebook (Camille) DONE
- Post email on social media (Mike) DONE
- Post event in website (Allister) DONE

Membership list to be closed by Camille based on 2019 and Fall event's volunteers.

Send email to everyone 2 weeks prior with the:

- 1) time and link
- 2) list of nominees
- 3) and the agenda.

Action: prepare a communication newsletter (mike/ Lyndsey)

Advertising more on facebook

TODO Slides!

Define agenda:

Agenda

1. Call to order
2. Approve agenda



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3. Approve minutes from previous AGM
4. Board Reports
5. Chair report
6. Treasurer report
7. Nominees biographies.
8. Election- online
9. Event and team reports (Grants, OW, ect ..)
10. Townhall

b. Annual Report

Liam to write about treasury - Still in writing

Allister to write about the website improvement with Nathan - Still in writing

Mike to write about Otherworld and communicate to VEe for Grant - DONE

Camille to write about Chair/Membership/Continuity and Fall event and to communicate with Jen BitC - DONE

Colin to create a How To Govern for future board's members - DONE

Reviewing and publishing the reports.

c. Membership

However some new members need to be accounted for 2020 (prod team and volunteer for fall event)..

We need a Google form to be sent in a newsletter and on social media.DONE

Newsletter has been sent

d. Voting

Action: Find a proper online vote software/website/application easy to use and with a reasonable price (Camille)

How to make sure only attendees can vote. Camille will test this out. Setup a meeting to discuss this soon.

- Option to only count attendees after they vote

Agreement to spend about 350\$ for a voting system for the AGM.

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e. Google Meet

We tested:

- Mute all participants
- Remove a participant, only admin of KindleArt can do this (moderator or info account)
- Auto join function On was working fine / Auto join function Off ?
- Grid view makes it nicer on a computer, but the grid view is still working fine on a computer.
- Presenting screens is working nicely
- Google Meet plus allow speaker to control
- Can remove people from the invite list permanently
- Caption can be turned on

Moderator

- Will create the meeting 2pm-4pm on Saturday 26th
- Send the link to directors, and then link is sent to members
- Do NOT send the google invite to everyone, just the link.
- Will moderate the chat
- Moderator and chair will be in the same location

Meeting 2pm - 4pm

- 2pm-3pm AGM
- 3pm-4pm townhall
- Moderator to make announcement/rules/ how chat is working
- Chair

f. Plan B

What if the Quorum is not met?

What if no-one else get elected?

What if only one person is elected?

Allister is on it, searching and calling the society Act if needed.

4. OW

a. Site visit

A site visit happened on August 15th. Report for this visit to be find [here](#)

b. Laketown Ranch applied for Federal Rent Relief program CECRA



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Kindle arts Society is helping Laketown ranch to apply to CECRA by attesting that we have a contract with them but that they excused us to pay the deposit as the event did not happen. Therefore Laketown Ranch can apply to this program at no cost to Kindle Arts Society. Mike did contact the CMHC program to confirm our eligibility as Attestors.

c. Hoodies / T shirts - fundraiser

Update: Ashes received the garments but there were a lot of issues with the quality. They have been returned and Ashes contacted the manufacturer so we can have a better delivery. We do not know yet when it is going to be delivered. An update had been sent to the purchasers

6. Burn in the City

Jenn just sent us her report. We will reply next week.

Next meeting: Monday September 14th, 6pm to 8pm

Meeting adjourned at 7:00 pm