

# Kindle Arts Society



## Board of Directors Meeting

### Kindle Arts Society

Oct. 14, 2021

**Time: 5:30-6:30 pm**

**Where: Virtual**

**In attendance: Edward, Liam, Dee, Cameo, Lorne**

**Chair: John**

**Secretary: Edward**

**Start time: 5:34 pm**

**End time: 6:38 pm**

---

<b>Agenda</b>	<b>2</b>
<b>Meeting Minutes</b>	<b>3</b>

---

# Kindle Arts Society



## Agenda

1. Approval of current Agenda
2. Approval of previous Minutes
3. Drafts for external communications
4. Directors to sign Code of Conduct
5. BITF/OW joint production
  - a. Call-out to production leads
  - b. Social media discussion on co-production?
6. Community & concerns feedback letter
7. Newsletter
8. Website
9. Bylaws & constitution
10. Annual filing to BC Societies
11. Policy manual
12. Trademark application

# Kindle Arts Society



## Minutes

1. **Approval of current Agenda:** Approved - unanimous.
2. **Approval of previous Minutes:** Approved - unanimous.
3. **Drafts for external communications**
  - to be added to the drive in the Communications folder
4. **Code of Conduct:**
  - **ACTION:** Reviewed for this meeting; Board will all sign a single copy via docu-sign by next board meeting.
5. **BITF/OW joint production**
  - Otherworld/Burn in the Forest 2022: Discussion of feasibility; opportunity of communication to membership, and including the producer call in the same messaging.
  - Greg Adam's of Laketown Ranch has concerns about joint production and not in favour.
  - 4 directors not in favour of joint production for 2022
  - **ACTION:** (John/Lorne) draft messaging of the joint event opportunity.
  - Call out to production team for OW:2022
  - **Survey production team about joint production. (Pros and cons list)**
6. **Community & concerns feedback letter**
  - Clarifications with legal counsel around issues raised by membership:
  - Primary responsibility of Directors to the society? - society first, membership second.
  - Conflict of interest: Legal opinion is that no conflict existed; the director recused themselves from the vote; amount was determined by board consensus as honorarium.
  - Profit-sharing arrangement not in violation of the societies act as Juniper owns the artwork and shares revenue.
  - BC Societies Act always over-rules local society's bylaws where there is conflict between the two.

# Kindle Arts Society



- Publication of information was too broad - directors need to sign-off on all financial reports to the public.
- Honorariums: Directors ultimately have the say over how money is spent; if unanimous, then this abides by BC Societies Act.
- Votes must be noted in the minutes. Retroactive recording of a previous vote is possible.
- **ACTION:** Draft of the legal and board response to be created by next meeting. - completed.
- **ACTION:** (Lorne) General Call for Producers to go out as soon as possible. Voted - unanimously.
- **ACTION:** Set date for Board and Beers meeting.

## 7. Newsletter

- Members have expressed interest in contributing to the 'zine. Lorne to lead the effort.
- Tone of newsletter to be kept to administration and running of the society.

## 8. Website Update

- Website needs total overhaul for content and bringing all information for contacts, directors, etc., to be brought up to current standard.
- Mobile site must match desktop site, currently missing drop down boxes with associated pages (membership, directors, bylaws, etc.).
- Event archive is out of date, 2018 is last entry, needs updating.
- Art section does not include any images, needs updating.
- Rangers, needs rangers@ contact email listed for sign up.
- Production does not have a page, Department descriptions, Afterburn reports, production@ email.
- Blog: Newsletters posted here, comms from the board.
- All proposed changes should be put into the *Kindle To Do - Website* document.
- **ACTION:** Liam to contact Nathan after the board meeting (next week)
- **ACTION:** Liam to liaise with Nathan through Directors email. Discuss terms of development project with Nathan.
- Goal is to finish the website update by the end of December.

## 9. Bylaws & constitution:

- Reviewed by Directors.

# Kindle Arts Society



- Discussion of the necessity for a neutral moderator and a parliamentarian for the AGM.

## 10. Annual filing to BC Societies

- **ACTION:** Edward to complete annual filing of documents by 18th. - **Completed.**

## 11. Policy Manual

- **ACTION:** Decision on manual currently being drafted delayed till next meeting. Board will review the document and vote on publication.
- Downloadable link (PDF) instead of full text on site.

**Next meeting:** October 27th, 2021 @ John's House / Virtual

**Meeting adjourned: 6:38 pm.**