

Kindle Arts Society

Board of Directors

2023.06.05 Minutes

Present: Liam, Jon, Robyn, Angela, Bianca

Regrets:

Quorum: Yes

Chair: Liam Lavelle

Secretary: Angela Arvizu

Treasurer: Jon Cunningham

Vice Chair: Robyn Thompson

At Large: Bianca Gunther

Approve Previous Minutes: [☰ 2023.07.31 - Minutes](#)

Agenda for 2023.08.14 (Informal)

Proposed Agenda 2023.08.14

1. Action items: review from the previous meeting.
2. Notes for meetings as opposed to minutes. Start to create a template for this meeting.
3. Luminere in Vancouver. Facebook post on Otherworld page. Newsletter. Other ? **Action:** Jon C and Robyn will handle the communication.
4. **Decompression**

Previous Minutes Actions:

1. Rangers, Flashpot - Bianca, relevance? Roles, Responsibilities, event planning, and long term relationships. **Action:** Bianca will set a meeting with Ranger Flashpot (Kevin)
2. Treasurer Report, Payment schedule, Scotia Bank, Outstanding debts, Retained Revenue, Bank balance. Updated.
3. Production Leads - Debriefing Meeting, when? where? How? **Action:** Draft to be prepared for Leads. Directors should place their notes and write what teams they will get debriefed on. Teams can overlap. Hiltz has suggested to the production teams and requested sometime in August by key volunteers and producers.

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Action: Phone call with Hiltz & Justina safety, Chi & Iesha gate, David & Mel placement
. Summarize the departments.

4. Decompression. What, When, Where? Early to Mid-October? (Saturday) Or, burn the Effigy and Temple at Laketown at the end of October? (After fire ban lifts)
Discussion in process with Greg. To be discussed again. **Action:** Liam will contact Greg next week

ACTIONS:

Action: Liam to start a working message of appreciation to volunteers. (Board) Draft. For Newsletter ?

Action: Angela inventory of the storage locker. Finalized by the end of this week. Update on the Events folder

Action: Angela, edit and prepare 2023.07.13.16.21 minutes. Done

Action: Liam to schedule a meeting of the board with Greg Adams in the end of July (Jon and Robyn will be back on the 27th) Notes are at Debrief 2023 and Planning 2024 (also 2023.07.13.16.21-Agenda)

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Action: Start a working message (Board) Draft

Action: Angela, inventory of the storage locker. Events Folder. Done.

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2023.08.14 - Minutes Action Items

1. **Liam and Angela - sign cheques for propane and GST to laketown Action:** Angela and Liam to sign a check for taxes: \$4,936.30, Gas/ propane, Laketown \$802
2. **Action:** Liam will contact Greg next week (Decompression When where?)
3. **Action:** Bianca to communicate with Ranger Flashpot, to detail some communication guidelines to assist communication. Andrew Martins, request feedback; how can they be supported? What are Ranger's needs and wants to help in the future? How do we get more training sessions? Support them to avoid burnout. Bianca followed up with them and will continue the communication and further follow-up.
4. **Action:** Phone call meeting with: Hiltz & Justina - safety, Chi & Iesha - gate, David & Mel - placement

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Frequency of meetings? Biweekly

Date change? To be arranged if needed to accommodate holidays

Next Meeting: 2023.08.28 8:00 to 9:00 pm

Meeting Adjourned: 9:05 pm