

Calgary Arts Development Board Meeting

Wednesday, February 28, 2007

5:30 – 7:30 pm

The Kahanoff Conference Centre, Suite 202, 1202 Centre Street S.E.,
Calgary

Board Members Present:

S. Adams
L. Carlson
B. Felesky
C. Hunt
B. McPhee
M. Molyneaux
M. Rozsa de Coquet
R. Singleton
Y. Trepanier

Board Members Regrets:

C. Jackson
M. King
J. Louie
M. Sloan

Resource:

T. Rock
S. Boss

Guests:

None Present

The February 28, 2007 CADA Board Meeting was called to order at 5:36 p.m.

1. APPROVAL OF THE AGENDA

- Discussion about the Juno awards was added to the agenda.

2. APPROVAL OF THE MINUTES – January 17, 2007 Meeting

<p>Moved by Y. Trepanier and Seconded by B. McPhee that the minutes of the January 27, 2007 meeting be approved as presented. CARRIED</p>

3. FINANCE COMMITTEE, M. Molyneaux

- M. Molyneaux has some questions about the 2006 Financial Statements. An update will be forwarded to the Board.
- Financial risk exists with respect to the City of Calgary. CADA has been attempting to get backup reports to explain charges. The Finance department is stating that CADA owes the City \$18,766 in accrued benefits for Terry Rock, following his resignation. This is being disputed and is not yet resolved.
- Further discussion about the 2006 Financial Statements was tabled until the next meeting.

Molyneaux

4. HR & GOVERNANCE COMMITTEE, S. Adams

a. Conflict of Interest

- The Committee put forward a recommendation that final grant approvals be made by the Board rather than the Public Policy Committee to address perceived conflict of interest issues.

- The role of the Board of Directors will be to ensure that policies and processes are adhered to.
- Grant allocations will be put forward in a report from the Chair of the Grants Committee. The Chair will be available to answer questions. This report will either be accepted or sent back as a package for revision. If accepted, management is approved to disburse funds accordingly.
- The allocation of funds is not in the jurisdiction of the Board; only adherence to the process. The Board will require clarity about this process and their role.

Action: T. Rock

L. Carlson arrives at 5:50 pm.

- Discussion ensued around the lack of Board representation on the Grants Committee.
- Concern was expressed about changing the role of the Public Policy Committee. It was clarified that discussion still takes place at the Committee level, although final approval is made at the Board level.

Moved by S. Adams and **Seconded** by M. Molyneaux that the final decision for approval of grants be made at the Board level.
(1 abstention)

CARRIED

- Conflict of interest policies will be clarified, with new procedures documented in the governance manual. The new manual will be brought forward for approval as soon as possible.
- Board meeting minutes will be posted publicly for added transparency.

Ctte

b. Board Recruitment Process

- The composition of the board has been examined, with gaps identified based on the approved board composition guidelines.
- A public call for nominations has been issued.
- Board members have been approached to determine the length of future terms with the intent of staggering terms of service.
- A nomination was put forward by the Chair of the Grants Committee, as requested by the Grants Committee. This letter has been received and will be discussed at the next HR & Governance Committee meeting.
- The next HR & Governance Committee Meeting will be on Wednesday, March 7th.

5. PUBLIC POLICY COMMITTEE, Y. Trepanier

- The Cultural Spaces for the Arts: Strategy & Capital Plan was put forward.
- The presentation was prefaced by a statement that the report requires further editing.

Chris Hunt arrives at 6:10 pm

- T. Rock provided an overview of the Strategy & Capital Plan (presentation slides attached).

Moved by Y. Trepanier and **Seconded** by B. McPhee that the Board:

1. Approve in principle the Cultural Spaces for the Arts: Strategy & Capital Plan as presented to the Public Policy Committee on February 27, 2007, with final approval of revisions to be made by the Public Policy committee in time for the April 4th, 2007 meeting of City Council's Standing Policy Committee on Community & Protective Services.

2. Forward the approved version of the Cultural Spaces for the Arts: Strategy and Capital Plan to City Council, with a recommendation that Council add each of the plan's four programs to the CPRIP process, in time for the April 4th, 2007 meeting of City Council's Standing Policy Committee on Community & Protective Services.

3. Direct management to:

- a. Refine and develop an implementation plan for the Project Evaluation Process (currently Appendix C. of the Strategy & Capital Plan) no later than the end of May 2007; and
- b. Implement the Project Evaluation Process to ensure that specific capital projects are placed in the CPRIP process no later than the end of March 2008.

Action: T.
Rock

CARRIED

- Kudos were given to the Calgary Arts Development team for their good work on the Cultural Spaces for the Arts: Strategy & Capital Plan.
- Clarification was made that Calgary Arts Development will not 'own' all of the objectives attached to the plan and that at this time we are not recommending the specific projects to implement.
- The recommendation was made for management to provide more information about land use policy changes.
- The capacity of calgaryvenues.com will be demonstrable by April 4th.
- Further clarification about the project evaluation process is required.
 - Aiming to open up the process on June 1, 2007 by releasing the criteria.
- City administration does not have a draft of the Strategy and Plan yet.
- The advocacy role for the Board will be clarified.
- The board provided feedback to enhance the wording and clarity of the document.

Y. Trepanier departs at 7:16 pm.

6. OTHER BUSINESS

- There has been community interest in exploring the business model for a Cultural Spaces champion.
 - The Board is interested in seeing models for this Champion brought forward.
- The March board meeting will be held on March 21st. T. Rock will call in from vacation.
- The April 18th AGM with the Mayor has been confirmed.

7. PRESIDENT'S UPDATE, T. Rock

- T. Rock apprised the board on emerging opportunity and risk related to
 - a. 2008 JUNO Awards – CADA is the fiscal agent/formal host
 - b. Potential partnerships with other arts funders

8. Board *IN CAMERA* discussion

9. ADJOURNMENT

- There being no further business, the February 28, 2007 CADA Board Meeting adjourned at 7:46 p.m.

Approved:

Mary Rozsa de Coquet, Chair, Meeting of February, 28, 2007

Date