



Region of Waterloo Arts Fund Minutes

Thursday, June 5, 2014

4:10 p.m.

Room 218

Regional Administration Building

150 Frederick Street, Kitchener, Ontario

Present were: Chair M. Scott*, I. Cisterna*, S. Clevely, M. de Groot*, S. Gruetzmacher*, J. Haalboom*, P. Pulford*, K. Seiling* and A. Thomas*

Members Absent: P. Mulloy

Declarations of Pecuniary Interest under The Conflict of Interest Policy of The Region of Waterloo Arts Fund

M. Scott declared a conflict with item 3a), Website Design Honourarium, since she is related to G. Scott.

The following declarations of pecuniary interest related to grant applications were made by the members, as follows:

<u>Application ID:</u>	<u>Board member:</u>	<u>Reason:</u>
S14-06	I. Cisterna	She is the applicant. (direct)
S14-71	P. Pulford	His wife is related to one of the group's participants. (indirect)
S14-06	A. Thomas	She is involved in the application event. (indirect)
S14-57	A. Thomas	She rents space from the applicant. (indirect)
S14-64	M. de Groot	His employer is involved with the application. (indirect)

* K. Seiling joined the meeting at 4:14 p.m.

Members with direct conflict declarations left the meeting prior to the Closed Session, during which the recommendations from the Peer Assessment Panel (PAP) related to the Stage 2 applications were reviewed. Members with indirect conflicts left the meeting

1646395

room during the Closed meeting discussion about the noted application. M. Scott left the meeting during the discussion on item 3a), Website Design Honourarium.

Approval of Minutes

S. Natolochny summarized the status of the motions carried without quorum at the April 10, 2014 meeting. The motion to approve the moving forward of Stage 1 applications was approved by a majority of the Board members via email on April 15, 2014.

Moved by A. Thomas

Seconded by I. Cisterna

That the Region of Waterloo Arts Fund approve the motions which were carried without quorum at the April 10, 2014 Board meeting.

Carried

* S. Greutzmacher joined the meeting at 4:16 p.m.

Open Session – April 10, 2014

Moved by A. Thomas

Seconded by I. Cisterna

That the Region of Waterloo Arts Fund approve the open session minutes of the meeting held on April 10, 2014.

Carried

Closed Session – April 10, 2014

Moved by P. Pulford

Seconded by S. Greutzmacher

That the Region of Waterloo Arts Fund approve the closed session minutes of the meeting held on April 10, 2014.

Carried

Business Arising from the Minutes

a) Website Design Honourarium

M. Scott, having a conflict, left the meeting room and P. Pulford assumed the Chair. P. Pulford provided a summary of the staff inquiry with Legal Services and advised that it's not recommended that an honourarium be paid to a family member of a Board member.

1646395

A letter of appreciation has been prepared for the Vice Chair's signature and will be sent to Graham Scott.

Correspondence

a) Ryan Leandres and Kate Cox, Re: S13-44 – Request for Project Extension

The Board discussed the request and directed staff to send written notification of the Board's decision.

Moved by S. Clevely

Seconded by A. Thomas

That the Region of Waterloo Arts Fund approve the request for project extension for Ryan Leandres' and Kate Cox's project (S13-44), until November 30, 2014, at which time a Final Report will be due.

Carried

b) Pam Patel, Re: S13-55 – Request for Project Extension

The Board discussed the request and directed staff to send written notification of the Board's decision.

Moved by I. Cisterna

Seconded by M. de Groot

That the Region of Waterloo Arts Fund approve the request for project extension for Pam Patel's project (S13-55), until December 31, 2014, at which time a Final Report will be due.

Carried

c) Carina Gaspar, F12-08 Re: Thank you note of Appreciation, was received for information.

* I. Cisterna left the meeting at 4:22 p.m.

Closed Session

Moved by S. Greutzmacher

Seconded by P. Pulford

That a closed meeting of the Region of Waterloo Arts Fund be held on Thursday, June 5, 2014 at 4:23 p.m. in Room 218, for the purpose of considering the following subject matters:

1646395

- a) personal matters about identifiable individuals related to final project outcomes
- b) personal matters about identifiable individuals related to current applications

Carried

* K. Seiling left the meeting at 4:41 p.m.

* J. Haalboom left the meeting at 4:47 p.m.

Motion to Reconvene Into Open Session

Moved by S. Greutzmacher

Seconded by A. Thomas

That the Region of Waterloo Arts Fund reconvene into Open Session at 4:50 p.m.

Carried

New Business

a) Review/Approval of Recommendations from Peer Assessment Panel for Spring 2014 Grants

The following applicants did not submit Stage 2 applications:

S14-01, Fred W. Martin (Conrad Grebel College)

S14-14, Jessica Anderson

S14-17, Sean Donnelly

S14-60, Greg McCann

* J. Haalboom returned to the meeting at 4:55 p.m.

* M. de Groot and A. Thomas left the meeting during the vote on the grants.

Moved by S. Greutzmacher

Seconded by P. Pulford

That the recommendations from the Peer Assessment Panel for Spring 2014 Grants be approved as follows:

ID#	First	Last	Organization	Amount Requested
S14-05	Kathleen	Sheehy	Lost & Found Theatre	\$5,000
S14-06	Isabel	Cisterna	Neruda Arts	\$4,000
S14-07	Alison	Feuerwerker	Waterloo Chamber Players	\$5,000
S14-13	Heather	Melo	City of Cambridge	\$1,000
S14-18	Kim	Jernigan	The New Quarterly	\$10,000

S14-26	Robert	Achtemichuk		\$6,500
S14-27	Kathryn	Ladano	Stealth	\$10,000
S14-30	D.	Morton	Modus Vivendi Village Players	\$4,000
S14-31	Isabella	Stefanescu		\$6,500
S14-32	Vanyah	Venhuizen		\$10,000
S14-34	Erik	O'Neill		\$6,500
S14-38	Deborah	Pryce		\$1,000
S14-49	Juliana	Gomez	KW Poetry Slam	\$2,500
S14-50	Janice	Lee	Janice Lee and the Free Radicals	\$6,700
S14-53	Christian Bernard	Singer	Canadian Clay & Glass Gallery	\$5,000
S14-56	Earl	McCluskie	Chestnut Hall Camerata	\$9,000
S14-59	Michael	Jeong		\$3,000
S14-64	Duncan	Finnigan	Finscot Films (12 Angry Filmmakers)	\$8,000
S14-68	Duncan	McLennan	Dan Howler Band	\$6,200
S14-70	Andy Houston	and Peter Hatch		\$3,000
S14-72	Rob	Deyman	Kitchener Blues Community Inc.	\$2,500
S14-73	Jonathan	Knight	Soulstack	\$4,500
S14-76	Sylma	Fletcher	LINK Picnic Festival	\$9,500
				\$129,400

Carried

The following applications did not receive Board approval for an Arts Fund grant:

ID#	First	Last	Organization	Amount Requested
S14-08	Danute	Dorion	SteamWorld Entertainment	\$5,000
S14-10	German	Salamanca		\$7,000
S14-11	Brian	Lockyer		\$12,000
S14-15	Nathan	Hawkins	Possibility Films	\$10,000
S14-16	Tracy	Suerich	Cherry Park Neighbourhood Association	\$15,000
S14-19	Susan	Coolen		\$5,000
S14-20	Aaron	Gottfried	Grey Matter Films	\$4,500
S14-21	Camilla	Bouchet		\$8,000
S14-25	Robert	Dayton		\$9,000

S14-28	Steve	Breen		\$6,000
S14-33	Sarah	Lacy		\$4,500
S14-36	Colin	White	The Carlton Shift	\$3,000
S14-37	Danny	Bailey		\$4,500
S14-39	Kyle	Krische	Wayfarer	\$2,500
S14-44	Sonia	Laposi		\$5,260
S14-48	Roberto	Angelis	Muther Tung & Gruve	\$5,000
S14-51	Kyle	Skillman	Fresh Out	\$3,000
S14-52	Maria-Saroja	Ponnambalam		\$10,000
S14-54	Amy Kathleen	Williams	Daisy Chain	\$3,000
S14-55	Tyler	Stoddart	Love Banshee	\$4,900
S14-57	Ashley	Judd-Rifkin	The MT Space	\$8,000
S14-58	Josh	Cotie		\$4,100
S14-61	Claire	Mastrangelo	Crossroads Theatre	\$2,300
S14-62	Brad	Levia		\$5,000
S14-67	James Anthony	Usas		\$11,500
S14-71	Anna	Ronai	Trio D'Argento	\$5,000
S14-77	Richard	Garvey		\$5,000
S14-78	Richard	Garvey	At the Root Festival	\$6,000
S14-79	Lyndon	Horsfall	DragonGem Productions	\$10,000
S14-81	Christopher	van Donkelaar		\$8,000
				\$192,060

Other Business

a) Final Report Review Committee Update

M. Scott provided an update about files where Final Report Forms have not been submitted. She recommended, on behalf of the Final Report Review Committee, that per the board approved policies, correspondence be sent to advise the respective grant recipients of the impact of non-compliance with their grant agreements.

Moved by S. Greutzmacher

Seconded by J. Haalboom

That the Region of Waterloo Arts Fund send a Demand for Payment letter to the following grant recipients: R. Vanier/Standard Deviation Theatre (S11-12/F11-29), D.

Delouchery/Tundra Filmworks (F11-23) and S. Puckett (F11-46), seeking repayment of grant monies that have been paid.

Carried

Moved by A. Thomas

Seconded by P. Pulford

That the Region of Waterloo Arts Fund send a Technical Non-Compliance letter to J. Mancini/Multicultural Cinema Club (S12-46), seeking the submission of a Final Report Form and advising of the impact of non-compliance.

Carried

P. Pulford thanked M. Scott and staff for their assistance and efforts during this trial application review process. M. Scott acknowledged the appreciation and stated that the focus needs to be recruitment for the Board and the Peer Assessment Panel pool.

The members discussed other issues requiring attention, including communication pieces and the application form. S. Clevely suggested that film grant applicants use a distinct budget summary form similar to the one used by Film Canada.

* P. Pulford left the meeting at 5:05 p.m.

S. Greutzmacher suggested that the Board implement incremental change only as there remains the need for engagement from the arts community on the current transition to a Peer Assessment Panel model.

The Board discussed the process for evaluating the trial PAP review process. M. Scott suggested that feedback from the Board, the Task Force members, PAP members and support staff will be part of the September regular meeting agenda. The Board agreed to proceed with the fall 2014 round of applications in the same manner as the spring 2014 round.

Next Meeting – September 11, 2014

(Annual General Meeting; followed by Regular Meeting)

Adjourn

Moved by S. Greutzmacher

Seconded by A. Thomas

That the meeting adjourn at 5:15 p.m.

Carried

Board Chair, M. Scott

Corporate Clerk, S. Natolochny