

2019 VPH Board Meeting - Sunday, October 6th, 2019, 14:00

Board attendees:

Carol Shillibeer
Sammy Bassam
Daniyah Shamsi
Amanda Eagleson
Frankie McGee (chair)
Leslie Stark

Staff:

Colleen Brown
Tessa Bourguignon

Regrets:

Holden Wall

Action Items:

- 1) Carol to give Tessa access to website (WordPlay)
- 2) All board to read through grants, Colleen will send link
- 3) Board to look into potential contact from Point of Inflection event
<http://versesfestival.ca/event/3854/>
- 4) Leslie to head up the selection committee (for the chapbook)
- 5) Leslie to consider/work on silent auction options
- 6) Frankie to talk (perhaps record) Voices of Today feedback
- 7) Amanda to write copy for chapbook submissions
- 8) Carol is to set up email for submissions
- 9) Sammy to speak with Leslie regarding themes (for chapbook)

Motions:

- 1) Sammy: Motion in favor of postponing approval of meeting minutes until they can be discussed with Daniyah present. Carol seconded. Carried.
- 2) Sammy: Motion for board to take ownership of the Youth Fundraiser Initiative. Seconded by Carol. Carried
- 3) Sammy: Motion to select submission for poetry with no fee (and in tandem) begin crowdfunding as part of the youth fundraising process. Carol seconded (with addition "as long as this is not taken on by the whole board). Carried.
- 4) Carol: Motion for a break. (seconded?). Carried
- 5) Daniyah: Motion to defer items: Approval of Meeting Minutes, Items 6, 7, and 10 to the next regularly scheduled board meeting in November. Bassam seconded the motion. Motion carried
- 6) Motion to close the meeting was made by Daniyah. Seconded by Bassam. Motion passed. The meeting closed at 17:20.

Meeting Began: 14:07

Meeting Ended: 17:20

We Acknowledge that this meeting took place on the unceded Indigenous land belong to the Musqueam, Skwxwú7mesh, and Tsleil-Waututh people.

14:07: Meeting called to order

Compassion acknowledgement: (Sammy) That united in our community and shared vision we hold ourselves/each other responsible with respect, empathy and understanding. That we acknowledge and respect the different ways/ different forms of marginalization, in some cases criminalization, of our expression/ bodies and that these are systemic issues. That we work externally and internally towards dismantling (these forms of marginalization) in our operations.

Motion: Made by Sammy to postpone the Approval of the Meeting Minutes as Daniyah has specific edits/changes and will not arrive until later
Carol Seconded. Board carried (in favor postpone approval/meeting minutes)

Staff Report Tessa (Agenda Item 2)

Wordplay Report Link:

https://docs.google.com/document/d/1pf_5PxeB_xgr4ZiySs3ia2QM4nwdpNfP0RHujpx3M0g/edit

Was Decided Tessa would do a basic breakdown/outline with questions answered as they arose:

- **Aug-** Dedicated to prepwork. The roster is capped at 12 (responses) & They are to be more stringent about adding new people to roster. Regarding work with Ruby (Smith-Diaz workshop facilitator): resource guide book set for early December.
 - Word camp funding was redirected. Counseling team to work at expanding (WordPlay) programming into more adult programming (therapeutic etc) with Ruby's assistance
- **Sept-** Was a good month for bookings. Mail Outs are out this year.
 - Goal was Set: have 11 new business improvement / organizational contacts to build relationships with
 - 2020 Wordcamp: Summer funding carryover (will be revising what it will look like/access).
- 17 on the roster. Regarding work for them, Tessa would like a required number of workshops to stay on the roster.
 - Adding: won't be this year and as she would want to give enough notice to those on the roster.

Daniyah arrives for meeting (14:21)

- **Oct-Nov-** Bookings--Management focus
 - There is a Template for the resource booklet for Wordplay (in the drive)

Outlines: For **Dec** to have completed:

- Tracking roster booking requirement (outreach to libraries outside of Vancouver district)
- Update the website (the photo especially). Updated Roster bios also need to go up (Action Item: Carol to make sure Tessa has website access).
- Hope to have a Social media plan
 - Images are missing? There is a file folder somewhere (possibly on a personal drive)?
 - Drama and Art teacher conferences

Daniyah: Had a question (for further details) in terms of those assessments/forms of commitment/response rates.

Tessa: Referenced *diversity of responses*. The thinking was of a 4 booking minimum (in terms of response rate) And the 12 max cap for bookings (this was made from average) . There is a problem of a lack of response of the 17 people on the roster. At least 4 live outside of Vancouver and it is unlikely there will be responses. (She often ends up doing the workshop(s).

Carol: Hiring processes are for strong WordPlay. Details can be found in the Wordplay folder (on the drive).

T: Questions are geared to youth (work experience)

D: How does WordPlay hire? Asking if there are any parts which would be transferable (to be used by hiring committee)

T: Process is down to a single form. This was two. This is an improvement over former processes and the recruitment from slam.

Sammy: Questions this for details (are we not looking from within slam community?)

T: Clarifies that the issue was it being an "invite only" situation. That changes were made to expand opportunity.

C: Questions of current space. Diversity of roster.

Tessa: "Background checks were brought up regarding expansion aspect and I wanted to clarify that these would be for the space(s) that require insurance" (and not all aspects of program)

Frankie: Asked about a separate roster for those spaces.

T: This is being considered. A section of Wordplay roster? Or a Separate roster discussed.

C: Could externally look the same, but internally have a separate roster.

D: Asks for details on; Training opportunities, Skill sets, And professional development

T: As Daniyah had missed earlier discussion regarding Ruby's assistance this was reiterated with additional info regarding the professional development day being set for Dec & how hopefully this would become the new (yearly) norm.

- Also states that someone else is always with a new person (training question)

Staff Report Colleen (Agenda Item 3)

Grants are in:

- BC Arts Council 1 year Grant
- & Enhanced Capacity Grant \$30,000 (staff wages and training and board training)
- & Engage & Sustain : 4 Year Switchover (to include Youth Programming etc. In One Grant)

All in is between \$180-400 thousand worth of grant money that has been applied for.

Sammy: Clarifies that this is over 4 years

C: Yes. Amounts to \$85,000 per year

- French Translation needed now (Tessa will be doing this) for the Engage & Sustain Grant.

Colleen: What needs to be discussed in detail is the distribution of funds. Especially as related to Programming Grants.

Carol: It is crucial that the board has read through grants (Action Item Colleen will send a link to all board members who will read and consider grants).

Colleen: Current budget is based on the last, and very conservative.

Sammy: Does Wordplay have a French division?

T: This is offered but she would love to have more (poets) that are able to offer this ... at present minimal interest (Oct/ Nov intends to add to list how to maximize this).

- An Aside: Tessa Asks about indesign
- Carol: There is access via the Library

Sam Peters VanSlam:

SP: Introduces the Newsletter. Also intentions regarding the Scoring system (not structure).

The current break down :16-9-5-3 Intended changes to breakdown: 9-5-3-1 standings are more accurate (representative of where poets are). Tentative dates (team finals new shit wotw)

Would like to introduce the idea of a survey: the survey would guide programming (truth telling general data)--

- looks like?
 - Engagement (how many slams have you been to...)
 - Some identifying questions (general)
 - What's your dream vanslam look like?
 - Concerns?
 - Access online/in person/ talk. Confidence. Timeline per newsletter

Leslie: Agrees but regarding scoring system approach with caution (Hal had received some backlash when attempting to introduce this).

SP: Can include in survey questions

Sammy: Consider models Rusty Priske will be stepping down from their role. Consider reaching out to Rusty (regarding a scoring model). Generally they are looking for a more consistent (nationally)---

L: Compliment thoroughness of plan in terms of meet-ups. Keep in mind audience members who are not members and members who don't attend

DS: Community consultations would be beneficial to vanslam. There is a faulty barebones structure. We need to do this ourselves or hire outside. I have Timeline concerns--- There is information that is challenging to get. There has been a lack of important conversations. Reparations of relationships (stresses the need for a safe container to provide feedback). They are looking into a Diversity Inclusion Grant--which could assist with this. Consultations should be done over the course of a year. Overall feels timeline is unrealistic to provide the sort of meaningful feedback needed.

Sammy: Year long timeline.* Current (rush) into the situation might affect survey results.

Tessa: There are long-term and short-term issues. At what point do we acknowledge Hal's letter and the atrocious fallout/results from the hiring of the AD

*Hal's letter has been responded to on an individual and board level.

Tessa: This is about community and transparency (a public response). That concerns are being Acknowledged. It is about public Acknowledgement. *** inviting them in to further discuss. That there is a larger plan. And an offer. Would like you to be involved?

S: Not distancing from issues. Or them.

T: This is about a public response to Hal.

D: There has been a statement acknowledging and personal responses (two board members). While some framing of an apology the main point is (should be) acknowledgement . This is about time management, capacity, and follow up.

Sammy: Many convergent/intersecting issues. And a risk of backlash (underlying hostility).

Sp: Based on this feedback. Suggesting project be shelved?

S: Survey is a good idea & Community consultation(s)

C: This could be done if questions are within the scope of what we are able to respond to.

S: A question of focus: Quantitative vs Qualitative. (data sourcing) vs essay

D: This requires follow up. Should be Responsive. Data that organization needs.

Sp: Data is valuable

D: Re: Oral survey. Meaning Face to face meet-ups?

Sp: Broadly: collect data hear what people want / what they need.

D: This would allow for in person conversations?--group sessions? Would there be an active listener involvement?

Sp: Had not considered active listener involvement but it is a great idea...

D: There are systemic issues within the organization and should be a long term plan to collect data

Sammy: There is a tie in between survey work CSFW. Maybe leave out this section of the newsletter.

Sp: Oct was drafting process anyway

C: This has no impact on plans for slam

D: There should be something in terms of notifying the community & especially if Active Listener team is to be involved. Newsletter.

C: Could fold into the newsletter going out in November

D: (a general newsletter question regarding current sendouts..)

Colleen: They (Wordplay/VPH newsletters) are the same format with different focus (goes through hello email) and format is based on self selection (as to focus interest).

T: Consultation question there's not a lot of audience overlap (with the exception of the roster).

Motion to break

Agenda Item 4

4) Youth fundraising: specific inclusive funding Voices of Today.

Colleen: Canada Helps website/ mobile ready/ would offer to help with fundraising (take case of donors and tax and design aspect of it). Requires a fundraising initiative something on site --- not events (that is hard on staff). There is a \$500 into budget (ideally would require poet to help) sponsorship ideas should focus on paying a poet. Ideas: Poem advice column (where responses are in poetry). Commit to buy a poem 20.00---video campaign would go through Canada Helps and would want to keep in mind this should be something where people outside of community would have an interest.

Sammy: A Collective Chapbook. Put out call youth poets to submit work. Double as an outreach project (youth Tessa: and overlap wordcamp/play)

Frankie: I have a team meeting regarding Voices for feedback. Could provide audio/video record & gather what experiences and used for fundraising (promo).

*question of equipment

Carol: There is the library lab.

Tessa: Ask(s) about the cost of one basic photography course (and having our own camera).
We could take our own pics/vids.

C: Cost?--sound issues and funding (s.)

T: Yearlong cost would be less

Colleen: It's the editing that costs (note: she is speaking of video as conversation has shifted to video)

T: Was speaking more of photography. And generally for WordPlay (one contract and teacher to sign off?--she asked this after Leslie indicated that the permissions with anything involving anyone underage is very much a process now. Leslie indicated that processes had changed a lot)

F: Pointed out could be pics of work not students

D: Brings up a verses event photo video presentation (visual rep interesting example: photo body float over table movement clothes of person) IF we still have those contacts?

C: Reach out (if we wanted to do that again)

D: We could Contact people (it was for verses) 8 pieces. (Verses year?)

T: There should be promotional material online?

D: 2016 point of inflection could research if we have contact into

<http://versesfestival.ca/event/3854/>

Leslie: Introduces subject of corporate sponsorship. Vancity example given though with the addendum that they are doing less regarding the arts

D: But they are doing more for at risk youth (it's about framing of the ask)---list of corporate sponsors---for csfw there's one page and the festival is looking at two years in advance...would be something to consider for future funding opportunities. Incentives for funding perks

Colleen: A basic outline of pre existing ask "it's on the drive".drive CG basic ask.

Sammy: Issue of Non Competitive sponsorship is limiting (and there social responsibility aspect)

Frankie: Brought up something limiting to something very specific "Travel for youth"

Carol: (expanding on this) For example Airlines. 2 forms: crowdfunding plus airlines

Leslie: The value of campaigns. And Commitments to raise funds. (her fundraising example)

Frankie: Limiting in terms of the networks we have to ask

D: Fundraising stats

Tessa: Brought up silent auction options (were a skill set can be included not just cash...)
everyone has something. (Sammy: "in kind contribution")

D: There's the option of a raffle (but this would require a gaming license)

Tessa: This is not needed for a silent auction

Colleen: Contributes the idea for a piece of art that never existed (or has yet to exist)

D: Denomination payment and experiences...

Sammy: (Further this notion) A patreon account: for the collective of youth poets. Give the example of rj walker offering dollar compliments and posts on social media.

Daniyah: The Pride Guide (info about all pride related events but you can buy ads / works for fundraising for youth... maybe more so for veress. (other events purchase ad space). Also coupon books and opportunities to expand with those that already sponsor (Take Uncle Fatih's for example: a "25 cents a slice goes to..." type offer).

L: Likes Silent auction idea

Frankie: Question of space and who to invite?

Sammy: Consider Opportunities within upcoming Writers Fest

Daniyah: Tiny House Warriors (facebook version) <http://tinyhousewarriors.com/>
<https://www.facebook.com/tinyhousewarriors/>

Tessa: There is slam. Provides an in person aspect

S: Is only a question of physical space. Venue problems. Maybe on stage before or moved to the side of the stage

Motion for the board take ownership of the youth fundraiser initiative (Sammy 2nd carol)

Sammy Motion to Solicit submissions for poetry with no fee (and in tandem) begin the crowdfunding with the process Carol Seconded >provided someone takes it on Motion Carried

Someone will need to do the write up for submissions* (keep in mind idea is to use Canada Helps)

Tessa: Expresses a desire to emphasize that she is not the youth coordinator that she heads up WordPlay which is a noncompetitive program with a different emphasis.

Action Item Leslie to head up Selection committee (for chapbook)

Action Item Leslie to work on Silent auction idea

Action Item: A: Frankie talk to youth

Action Item : Amanda to Write copy for chapbook submissions

Action Item: Carol to set-up submission email

Sammy: We need a theme (will speak with leslie)

Colleen: Regarding the Hiring for accessibility coordinator. Put out a call (ramps for venues) ASL (pre Verses) for interpreters & then a second contract during Verses?

The hiring process: Is clarified that though this is a tier two hire it requires funding and therefore board involvement (at least to this extent).

Sammy: Suggestion would be one month now (and then during april)? Is An option

Colleen: Yes, this limits options

Colleen: Addressing questions of outreach and accessibility (the two working together) brings up showcase idea for the deaf community.

Frankie: 2 months feels like a very small contract

D: RAMP active?-- pride used canbc <https://www.canbc.org/>

Leslie: Clarifies (when speaking of) RAMP we are talking of accessibility audits. *This is clarified

Frankie: Importance of outreach AND service(s) provided

Showcase? Could work with Douglas (strong interpreter program & community stage(s)

D:The need for immediate service (access audits should be done now) ASL (800 budgeted) minimum one month out but three is three preferred. We can look into ASL interpretation, please let us know by this (*give date*) date. Outreach pieces/suggestions are more long term and relates to community level partnership (examples: queer asl or previously discussed showcase.

*seperate from audits (see link above).

*ASL aim is January

*Outreach and engagement involves long term planning

Staff, Amanda & Leslie left at **5:08PM**. Carol took over as secretary.

Daniyah made a motion to defer items, approval of meeting minutes, items 6, 7 and 10 to the next regularly scheduled board meeting in November. Bassam seconded the motion. Motion carried.

Item 9: Sammy made a motion to limit item 9 to discussion only and vote on basecamp so that other board members can vote as well. Daniyah seconded. Motion carried.

It was agreed that Carol would post this on Basecamp the evening of October 6, 2019 and that the board would be limited in time with the deadline being **October 9 by 9PM**.

The discussion:

Colleen's contract expires on October 31, 2019. There has been no review, nor an opportunity for Colleen to voice any concerns she may have about the job. The suggestion is to write to Colleen (Frankie has agreed to do this), to offer her a new 1-year contract with a pay raise from \$1500 to \$1800 a month, as well as an opportunity to voice any concerns she may have with respect to her job.

Motion to close the meeting was made by Daniyah. It was seconded by Bassam. Motion passed. The meeting closed at 5:20PM.

