

MINUTES OF VANCOUVER POETRY HOUSE

Place: Zoom

Date: Mar 29 5-6pm

Board Members Attending:

Catherine L

Amanda E

Lucy Y

Mo T

Regrets: Michelle I, Sonya L, Johnny M

Staff: Johnny T

Guest(s):

Motions:

- Jan minutes approved
- Signing authority for Johnny MacRae in addition to Johnny Trinh approved

Action Items:

- Amanda to be reimbursed for eBallot payments
- Give office keys and fob to Sonya
- Amanda to send out working policy manual for board to look at and discuss in April meeting
- Amanda to forward video for minutes posts to website

Call to Order: 5:03

Adjourned: 6:03

Chair(s): Amanda

Agenda Item	Discussion and Decisions
1) Land acknowledgement Approve minutes Action item updates	<ul style="list-style-type: none">- Jan minutes approved unanimously- Check with JM regarding Arts BC membership- Lucy to forward keys to Sonya

	<ul style="list-style-type: none"> - Amanda to be reimbursed for eBallot payments - Bluesky app a potential but continue to use current platforms mindfully to reach audience
<p>2) Heritage's Canada Arts Presentation Fund request motion</p>	<p>I (Catherine Lewis) move to approve that Vancouver Poetry House submits an application to the Canada Heritage Arts Presentation Fund (2026) in support of the Verses Festival of Words, the Vancouver Poetry Slam series of featured performers and community stages, and the WordPlay Educational Programming identified as outreach for the Hullabaloo Youth Festival that opens Verses each year. Johnny MacRae serves as the contact person and has signing authority for this application.</p> <p>Seconded /motion passes with 3 Yes votes March 28th 2025</p>
<p>3) Motion to approve signing authority for Johnny MacRae in addition to Johnny Trinh</p>	<ul style="list-style-type: none"> - Passes unanimously
<p>2) AD report</p>	<ul style="list-style-type: none"> - Getting ready for World Poetry Slam (WPSO) with possible grants for staff Johnny T and Johnny M to travel - Moving forward VPH may reconsider engaging with WPSO - Slam is going well, hybrid formatting is good, space is consistent until at least April, accessible and friendly - Amplify went very well, HJH funded the program. Potential PuSh collaboration with Amplify, aiming for 7-10 days in the future with a six month lead time - Verses Fest on track, aim to increase attendance at book launch at Write Bloody North - Reach out to Sonya for volunteering - Financially in good shape - Grants for Amplify underway - Upon Johnny T's tenure completion in 2026/27, Amplify to stay with Johnny T - Sonya is the lead of the death

	<p>workshop series</p> <ul style="list-style-type: none">- Poetry Jam went well, to continue virtually and in person- VPH continues to evolve as a place for artist professional development- Outreach: mutual marketing relationships with Arts Club, Open Mic Night, partner sponsor for Death Rides a Unicorn at rEvolver festival, etc.
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4) Financials

Vancouver Poetry House		Accrual Basis
Balance Sheet		28 Feb 25
As of 28 February 2025		
ASSETS		
Current Assets		
Chequing/Savings		
1000 · BANK ACCOUNTS		
	1005 · Petty Cash	150.00
	1010 · Organization Z1	31,531.70
	1040 · Gaming Z7	5,822.43
	1082 · Class B Membership Shares	8.62
	1090 · Programs	4.20
	1095 · PayPal	969.09
	Total 1000 · BANK ACCOUNTS	38,486.04
	Total Chequing/Savings	38,486.04
Accounts Receivable		
	1200 · ACCOUNTS RECEIVABLE	850.00
	Total Accounts Receivable	850.00
Other Current Assets		
	1210 · Prepaid Expenses	2,122.03
	Total Other Current Assets	2,122.03
	Total Current Assets	41,458.07
Other Assets		
	1240 · Door Floats	200.00
	Total Other Assets	200.00
	TOTAL ASSETS	41,658.07
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
	2012 · AA Credit Card...0720	1,006.73
	Total Credit Cards	1,006.73
Other Current Liabilities		
	2050 · Accrued Liabilities	1,400.00
	2100 · PAYROLL LIABILITIES	613.48
	2300 · DEFERRED CONTRIBUTIONS	
	2310 · Deferred contrib app grants	21,922.48
	Total 2300 · DEFERRED CONTRIBUTIONS	21,922.48
	Total Other Current Liabilities	23,935.96
	Total Current Liabilities	24,942.69
	Total Liabilities	24,942.69
Equity		
	32000 · Retained Earnings	33,139.55
	Net Income	(16,424.17)
	Total Equity	16,715.38
	TOTAL LIABILITIES & EQUITY	41,658.07

5)

6)

7)	
8)	