

## MINUTES OF VANCOUVER POETRY HOUSE

Place: Virtual Meeting Room

Date: May 6 2023 16:00/4pm

Board Members Attending: Leslie Stark, amanda eagleson, Parv sachdeva, Nicolas Cote

Staff: Johnny Trinh, Colleen Brown

Guest(s):

Motions:

- It was moved and seconded that the Minutes from April 16 2023 be approved. Minutes Were Approved May 6 2023 by unanimous vote

Action Items:

- Having sent docs HUMAN RIGHTS CODE,CANADIAN CHARTER OF RIGHTS AND FREEDOMS AND LABOUR LAWS SURROUNDING THESE CODES, The Employment Code for BC, UNDRIP and the Truth and Reconciliation Commission: Calls to Action, and carfac <https://www.carfac.ca/tools/fees/> Amanda to now send out a Google Form for board to acknowledge these have been read (carried over)
- Set up Parv as a Signer

Call to Order: 16:10

Adjourned:17:10

Chair(s): Leslie

Agenda Item	Discussion and Decisions
1) Approve April Minutes Minutes	It was moved and seconded that the Minutes from April 16 2023 be approved. Minutes Were Approved May 6 2023 by unanimous vote

<p>1a) Action Item Updates from April:</p>	<ul style="list-style-type: none"> <li>• Having sent docs HUMAN RIGHTS CODE, CANADIAN CHARTER OF RIGHTS AND FREEDOMS AND LABOUR LAWS SURROUNDING THESE CODES, The Employment Code for BC, UNDRIP and the Truth and Reconciliation Commission: Calls to Action, and carfac <a href="https://www.carfac.ca/tools/fees/">https://www.carfac.ca/tools/fees/</a> Amanda to now send out a Google Form for board to acknowledge these have been read— Incomplete, while forms sent “acknowledgement” form was not</li> <li>• Colleen And Johnny will present to the board updated needs/make-up for the Wordplay/Youth Coordinator position-  Addressed later in meeting (Agenda item 3)</li> </ul>
<p>2) GM Report :</p>	<p>Johnny presented the following (on behalf of Colleen):</p> <ul style="list-style-type: none"> <li>• The festival happened and was a success</li> <li>• Thanks were expressed for the support of the board and the thank you cards sent</li> <li>• The accountants submitted a draft of VPH’s assets, \$24,000 net assets going into 2023 (as expected).</li> </ul> <p>Challenges will be in the upcoming months;</p> <ul style="list-style-type: none"> <li>• Currently in the bank there is just under \$35k and there is an anticipated \$10k for an upcoming grant.</li> <li>• The Red Cross Grant is an unknown so not included in planning</li> <li>• There is a gap (of apex. \$20k) with Org. looking at \$40k to get it through October when \$60k is needed</li> </ul>

	<ul style="list-style-type: none"> <li>• This was in part due to challenges with Venues this year (inclusive of the needed last minute changes). There were costs associated with this in addition to just the attention it required from staff (taking away from attention that would be directed at grant). Resulting shortfalls would require either a pause in programming and/or potential layoffs. Colleen is following up with grants and support from the board would be a help (in the form of fundraising / finding sponsors etc.</li> <li>• Reminder of AGM in August and to start and share plan</li> </ul>
<p>3) AD Report :</p>	<p>Johnny presented the following;</p> <ul style="list-style-type: none"> <li>• 30 Artists were featured performing artists at the festival</li> <li>• Feedback was a positive</li> <li>• Speak North Talkback was transformative and we have strong advocates in the national ring</li> <li>• Abya Yala/WPS Johnny will be going to Brazil. Eddie Larkey selected. Were very honest about needing help at Speak North Talkback</li> <li>• Tetrad Tongues is coming up—we've partnered with Morrow for Asian Heritage Month (May 19th)</li> <li>• There were challenges for Verses: there will be a mindful debrief with the team</li> <li>• Monday the 29th is the memorial slam.</li> </ul> <p>There was positive Feedback from board regarding festival</p> <ul style="list-style-type: none"> <li>• Budget challenges : venue and labor was much larger than expected based on past (these changes resulted from the pandemic)</li> </ul>

	<ul style="list-style-type: none"> <li>• This has put the organization in a tight financial position over the next few months.</li> <li>• There has been transparency with staff regarding this. An example: The need to Change venues for slam (Program went from \$400 dollars a week income/ \$100 a month at Slice with part going to the gallery, this contributed to the need to change/). This has presented changes as it is perceived as exclusivity and does present barriers to some community members but we are planning outdoor events and did choose the venue, in part, due to the availability of a patio.</li> <li>• Regarding the WordPlay Coordinator position. The intent is to have a VPH Youth Position (important in having a local person for the position due to communication with schools/knowledge of local schools). The sudden need for the AD to take on tasks associated with the role did result in some gaps.</li> </ul> <p>Kudos given to Alex and Brad, Bewyrd, and Johnny M and how the Verses team worked to address issues.</p>
<p>4) Financials</p>	<p>Balance from March linked. More current Financials (post-festival) covered in Agenda Items 2 and 3.</p> <p>Action Item: Set up Parv as a Signer</p>

5) Anti-racism work: Policy conversation (SET DATE for Policy Meeting) Link to copy of “shared policy work”	Date Set For Monday May 22, 2023 4pm
6) Other: Colleen And Johnny will present to the board updated needs/make-up for the Wordplay/Youth Coordinator position?	Covered in Agenda Item 3
7) More Other business	Arts Vest Has a Donation matching program. Reach out to Colleen regarding this if interested. Info linked <a href="http://www.businessandarts.org/artsvest/">http://www.businessandarts.org/artsvest/</a>
8)	
9)	