

Sept 13, 2020.
Start Time 2pm.

Board attendees:

Amanda Eagleson
Holden Wall
Leslie Stark

Guests/Staff:

Joseph
Colleen
Laura
Max Sumner

Meeting Began: 14:08 (2:08 pm)

Meeting End: 15:29

Motions:

Amanda makes a motion to approve the August minutes with this change. Leslie seconds. The motion carries unanimously.

Leslie makes motion to end relationship with glasshouse and have Laura do the bookkeeping from this point on. Amanda Seconded. Motion passes Unanimously.

Amanda makes a motion to end meeting. Leslie seconded. Motion passes unanimously.

Action Items:

- Someone to update the website (Frankie to be removed as a director)
- Holden to start a Basecamp thread on Slammaster hiring process
- Laura and Colleen will compose a letter to Glasshouse. Holden will review, sign and send. (Suggesting to them that the conversation continue with Laura).
- Amanda to do and share doc. On meeting with Naomi Gracechild
- Amanda to set up auction payment (reach out to Laura if in need of help)
- Board to provide feedback primarily regarding projected budget for Colleen/CADAC

Time: Meeting called to order 2:08pm

Agenda Item 1:

Holden: Land acknowledgment

I want to acknowledge I am on the unceded Indigenous land belonging to the Musqueam, Skwxwú7mesh, and Tsleil-Waututh People and ask that we consider the various traditional lands on which we do our meeting today and consider how we have come to be on this land and how these spaces have become known as Vancouver. Especially during a time when colonial and settler activity in the world has brought about some of the destruction, we are dealing with today.

Amanda Compassion Acknowledgement:

Compassion Acknowledgement:

원숭이도 나무에서 떨어진다

“Even monkeys fall from trees.” Korean proverb. It’s a reminder that even experts make mistakes at the thing they are best at. We should be forgiving of ourselves and others when screw-ups happen.

Holden suggests we reorganize the agenda a bit due to the fact that it’s some people’s first time at a meeting and also in order for introductions with Max to happen as he’s only available for an hour.

Introducing Max is moved to the top of the agenda (from **Agenda Item 3**).

Max Introduction: Work for the last 20 years has been for the Community Living Society. This was founded from Woodlands Parents group who were instrumental in extracting their children from Woodlands institution (called a school at that time...but it was an institution non the less). The current title is that of Director. Responsible for daytime support education employment social opportunities. Has worked in many aspects and seen many changes. Also, an educator with my company largely closed institutions but certainly not all. And the challenges, anybody who has been disenfranchised from power will understand the struggle of being heard. Other than that plays dnd. Hobbies and activities. Open to questions. Married history degree cats blacksmith.

Holden: Where you’re at with interest in joining the board? Is this to see what we are doing and find out if it fits?

Max: Confirms that is read bios. That this would be new for him. Respects and loves poetry though not involved in poetry but sees parallels in personal and work life in terms of a focus on

inclusion and interest in a collective approach. Wants to make sure is the correct fit. Wants to learn more. Will extend email to anyone for further communication.

Holden: Clarifies the end of Frankie's term for Max. This shows "we need to update the website". (explains the position of slammaster as they are not present).

The board and Staff give quick introductions.

Return to **Agenda Item One**: Holden simplifies the "community facing forum" action item from the August minutes. Amanda agrees to cut this down.

Amanda makes a motion to approve the August minutes with this change. Leslie seconds. The motion carries unanimously.

Review of action items:

1. Amanda to contact Linda Sum again for a more accurate estimate of policy review in terms of time.
 - a. This is done but she is very busy and we are still waiting for a reply to arrange a meeting. The Code of Conduct has been sent to her.
2. Amanda to contact Naomi Gracechild to see if we meet the current criteria to work with on a diversity audit
 - a. Contacted and we do meet the criteria. We cannot afford Naomi right now (at present financial standing). In Amanda's opinion though this would be a great choice pending money coming through to pay for a full audit. Was a good discussion and Amanda will send some of the points covered and recommendations given in a spreadsheet.
 - b. Regarding the cost question, Holden asks about grant status. Leslie in communicating with them. They do not have the original and unfortunately as was sent prior to the email switchover (to google) it does mean sending the application on file so it does mean reapplying, which we have been invited to do. This would mean an increase in response time.
3. Holden to make changes (strikethroughs etc) to the Policy Manual to reflect recent changes after the AGM (and to include 'comments' with the date/reason for change)
 - a. This was done
4. Holden to contact Rabbit and discuss a review of the pride event
 - a. This was not done
5. Whole board to come up with a list of names (12 ideally) to reach out to regarding contributing blog posts
 - a. Wasn't done in full. But Amanda did reach out to a poet regarding an upcoming event which is very positive and poet is willing to do this in interview form. Amanda has sent questions to be answered (for the article). Also he had a very good response of suggesting the poets with Write Bloody North who have books which have just been published.

6. Whole board to come up with a list of names (12 ideally) to reach out to regarding contributing blog posts
7. Entire board to get back to Colleen with input regarding hullabaloo
 - a. Leslie highlights difficulties with the lack of extracurriculars (and that this is a tough sell). Plus the challenges of cohorts. *This will be an ongoing discussion. Colleen will be sending a letter to teachers who have previously participated. Just to let people know we are still here. Also the challenge of bringing people in from Wordplay (which is not happening) and how we need that to happen in some form.
8. Holden to start (and whole board to contribute) to an anonymous community facing forum for recommendations regarding interim board members
 - a. This is done. Holden would like some feedback and will send it.
9. Amanda to have a quick message (zoom meeting) regarding the membership lists
 - a. This was done
10. The entire board needs to consider slammaster hiring practices
 - a. Holden suggests a word document. And communicating with each other online to iron out processes or potential process. Colleen brings up doing this as a nomination process. Leslie feels this makes some sense. The downside to the election process--though the reasoning behind it is understood--is its tendency to be an awkward popularity contest. Colleen clarifies the reasoning behind this being an agenda item. As the current slammaster has moved to the island and with commitments being made (now until spring with funding...could be facing this issue as early as December but likely now at least in Spring). This is an ongoing conversation. This should start online with a basecamp thread (Holden to take this on).
11. *Moes payment needs to be added to the payment registrar*
 - a. This is done.

Agenda Item 2: The Financial Report. There is not a full report as it is Laura's first month but of note:

- Sent email to glasshouse as the invoice in August was double the price and they didn't do the adjustment with Advisor yet. Didn't want to pay now as after they do the adjustments with the auditor it will be even more? And didn't see a reason for this. She's seeking clarity on this and is hoping to have the information next week (to get in touch with Leslie).
- Questions regarding the Advisor signature. Asks if can be sent to Holden. This is ok'd with Holden. Some discussion regarding Advisor's signature requests (as Holden believes this was signed).

- Also asked if Bookkeeper will send the info for August. Carol had stated these are sent every three months but then for July they sent only for July. So seeking clarity on this point as well.
- Leslie mentioned the bookkeeping situation. And sending to the bookkeeper to do the same thing. Suggests she can take the bookkeeping and provide the financial reports faster. We would need to buy quickbooks. TechSoup would be a good option. (At \$55 for nonprofits).
 - Colleen adds: There could be fees from Glasshouse to release the information. But this would free up needed funds.
 - Holden: Acknowledges the need here. The reasoning was to have a second party (from outside) for Advisor.
 - Leslie: That will happen at a review engagement anyway and the treasurer as well as financial coordinator will be looking at it as well.

Leslie motion to end relationship with glasshouse and have Laura do the bookkeeping from this point on. Amanda Seconded. Unanimous. Motion passes.

Laura and Colleen will compose letter to Glasshouse. Holden will review, sign and send. Suggesting to them that the conversation continue with Laura.

Agenda Item 4:

Naomi Gracechild honest communities mediation component was very important. Overall good meeting. Very good things to say about corporate sponsorship (which is an area where we tend to be weary). That with nonprofits there is a scramble money-wise and this creates a pressure which can steer away from work which needs to be done. That a way to think of it is to consider grant funders...these sources are not without their own problematic elements. Amanda offers to do up a brief report on the meeting.

Max leaves for 15:00 (3pm)

Agenda Item 5: Decided to make introductions to the organization. Seems to be a better fit for having more of a built in audience. Colleen, similar to what we did for the Possibilities group.

Other Business: Colleen requests a summary of agenda Item (?)

Colleen Admin Report:

- The BC Arts Council grant is due September 30th. Feedback which is needed would be for the projected Budget to CADAC and the when we go into deficit question. As well as festival programming which is being worked on with Joseph
- Wordplay five poets expressed a willingness to teach online

- Joseph and Colleen are working on a job description
- Contracts or word camp poets have been sent those for Broadway youth poets need to be
- Newsletter content important for engagement as well as grants
- Madda (?) working with Moe on a Wordcamp group
- Hamber Grant is in request was for \$5500: program with Frames. Frames grads would work with poets. KW studios can be used/also be Frames grads for their social justice work
- Educational programming. Broadway Youth. Dana will do the final report and Frankie has students who are interested
- Working on the form for Wordcamp participants can register for one workshop or multiple
- Pulling out of PAARK due to lack of funds

Leslie: Auction is pretty much ready to go. Amanda to get it ready for bids (may request some help from Laura re: stripe info if needed).

Holden: The logistics of role changes. Current focus to grow the board to make this feasible (get the survey out). Colleen brought up that there are other options for passing on duties.

Leslie: cotyledon poets have been selected. Poets notified. Launch should be end of year.

Colleen: Importance of board votes for job description?... This is primarily in ones the board is forming in other cases to have in the minutes so that information is accessible.

Amanda makes motion to end meeting. Leslie seconded.

Meeting ended 15:29 (3:29 pm)

