

# CREATIVE INDUSTRIES

## *Minutes*

June 4th, 2018

The FARM - 154 Main St West

6:00PM - 7:30 PM

*Present: Andrew Palangio, Serena Kataoka, Amy Steele, Paula McClouskey, Katie Bevan, Jaymie Lathem, Lindsey Sullivan, Holly Cunningham*

*Regrets: Nathan Snider*

*Absent: Jeff Serran*

### **Meeting to order 6:14pm**

### **Approval of minutes** (May 7th 2018)

### **Chair Report**

- Nathan Snider has presently stepped down from the board as he feels he does not have the necessary time to serve the Creative Industries properly. Though he will be missed - he would like to be involved with sub-committees in the future and would love to help where he can.
- Office Space
  - Chamber of Commerce \$300

Moved: Andrew Palangio moves to accepted offered office space at a cost of \$300 per month + year, member \$198

Second: Amy Steele

Motion: carried

- SITP Update
  - Updated budget from SITP (Geoff Richardson) More inline with our initial proposed budget.
  - Warm-up Party (Creative Industries Lounge) is a great idea.

Moved: Lindsey moves to Contigine on City Funding we will provide up to \$5000 in sponsorship - included in this is up-ing CanAfrique performance fee.

Second: Holly Cunningham

Motion: carried

- City Agreement
  - Paula has an appt. With City lawyer Peter 9am June 5th. Contract date will be updated and hopefully will be ready for signatures.
- Strategic Plan (our vision)
  - Implement hands up
  - Presenting side conversation
  - Defining scope will dictate our vision and mandate - this is important and shouldn't be 'rushed'

- RFP or proposal for marketing

### **Executive Director Report**

- Will submit in writing

### **New Business**

- Media Launch for CI
- Volunteers (board liaison)
  - Sub-committee - Summit, Marketing
- Ignite - June 21 7-11pm at the Capitol Centre

### **Other Business + Information**

- Visual Facilitation training - send Jaymie for training - could be a service that CI could provide in future for our community.
- Discussion on possibility of taking off contact form in website and just put our email address - [creativenorthbay@gmail.com](mailto:creativenorthbay@gmail.com)
- Sub-committee for Summit
  - Vanessa
  - Holly employee - Alex
  - Geoff Mayne
  
- \$300 spending allowance for ED

Moved: Katie Bevan moves to adjourn meeting at 7:43pm

Second Amy Steele

Motion: carried

### **Next Meeting:**

July 2nd or July 9th