

CREATIVE INDUSTRIES

Minutes

Date: Monday June 8th 2020 | Time 10:00am - 11:30pm
Zoom Meeting

Regrets: Dave Mendicino

*Present: Holly Cunningham, Alix Voz, Paula McCloskey, Chelsea Reid, Jaymie Lathem (E.D.),
Majelle Legros (Intern), Lindsey Sullivan, Diane Davis*

10:08 pm meeting called to order by Holly Cunningham

Agenda - additions / deletions - Diane Davis resignation

Approval of Agenda

Moved: Chelsea

Seconded: Lindsey

Motion: Carried

Approval of November Minutes - Chelsea, seconded by Alix

Declaration of Conflicts of Interest - none

Executive Director Report - Jaymie Lathem as circulated

Discussed

- Stickers bought for the purchase of membership. Possibly sales at The Farm, and sale online via Shopify.
- Canada Council Grant written - for Creative Summit
- Digital businesses/E-commerce for small businesses partnering with the Business Center. Ensuring the information is passed to the right hands.
- A paid article was written for Culture Days 365 Blog
- With new resignations, it's decided that we will fill the positions by reaching out to the different creative sector components to ensure there's every voice at the table.
- Another organization has taken to signing on provincial and regional levels as our community's Arts Service Organization. Discussion ensued on how to approach this situation, as Creative Industries acts as North Bay's ASO. Direct discussion is advised with this group as a first matter of moving forward. The first stage of talking to the group would be solidifying where our organizations overlap/what their exact mandate is and if it is a clear and unproblematic mandate. An update to ensue.
- New banking protocols. We have added new signing authorities. The 2-3 additional signing authorities are Holly and Chelsea. Along with ED, Jaymie. in light of COVID-19 all purchases, payments, reimbursements will require a purchase form to be signed by 2

board members. Future financial report to be presented to the board on a monthly basis, with the introduction of a new Treasurer (currently open board position).

- Grants & Initiatives
 - OAC | Visual Arts Projects - Deadline June 18th \$10k
 - CCA | Digital Originals - Deadline June 15 \$5k - encourage community to apply
 - Digital Strategies \$50k - ongoing
 - Trillium | Grow - Deadline Aug. 12th - potential deadline shift

Action Items

- NEW partnership for diversity training, anti-racism workshop with N2M2L and emerging community leaders: online zoom workshop - "What does it mean to confront your unconscious bias?" CI wil host workshops, develop marketing and help secure participants
- BMO Business Bank Account - signed resolution to begin process to change banking protocols
- COVID-19 Current Actions
- Communication - Holly spoke with Vic Fedelli, follow up email
- Schedule 3rd community check-in once details of Phase 2 funding is available through Canadian Heritage
- Advocacy Efforts - Staying in contact with ASO's, Gov't, local orgs. Etc. Things are moving on a UBI front.

Financial / Purchases: \$349.60 - 1000 stickers - design as circulated

New Business

- Shopify Account - will activate membership drive & stickers when appropriate w approval
- Amy Steele - official resignation as circulated - open treasurer position
- Diane's resignation - two board positions open
Motion to accept resignation letters: Paula with regrets Seconded by Chelsea
- Donation of \$200 from DIA - thank you note to be written

Sector Updates:

Diane's - Etsy shop online

11:31 pm Motion for Meeting Adjourned: Chelsea

Next Meeting: Monday July 6th 10:00 am - online