



## Calgary Performing and Visual Arts Foundation (CPVAF)

### Meeting Minutes

December 7, 2022, at 7:00pm

### Microsoft Teams Virtual Meeting

**In Attendance:** Michelle Crimmins, Kathy Bauer (Chair), Angela Jobs, Brenda Hughes, Caroline Horvath, Carolyn Frew, Jacqui Bloxom, Joni Millar, Joy Alford, Lisa McDowell, Loretta Gerow, Martina Laird-Westib, Amanda, Melinda, Nadya.

**1. Call to Order and Welcome**

- a. Kathy called the meeting to order and welcomed attendees.

**2. Approval of Agenda**

- a. **Motion** to approve the agenda was made, seconded, and approved.

**3. Adoption of Prior Minutes**

- a. **Motion** to approve the meeting minutes of November 2, 2022, was made, seconded, and approved.

**4. PVA Program Update**

- a. Michelle reported the PVA event season is in full swing the Theatre Arts fall musical and play, Music concerts and the Visual Arts RAMS Collective. Teachers are working on a new outcomes-based assessment and consent training. The November 24 CMHS/PVA Open House and Grade 9 Tours went really well.

**5. Chair Update**

- a. Kathy reported the deadline for CPVAF-funded Halifax bursaries was extended to encourage more applicants.
- b. To date, CPVAF has received over \$5,000 in Music-designated donations online and by cheque. CPVAF is providing tax receipts for these donations, and the funds will support Music.
- c. Additional volunteers may be needed to follow up on grant application opportunities for CPVAF. Carolyn wrote a grant application for CMMPA and will investigate opportunities for CPVAF.

**6. Fundraising Update**

- a. Jacqui reported the Shoot for the Stars fundraiser was at ~\$6,300. The campaign will continue throughout the December PVA performances.

**7. Wish List Update**

- a. Michelle presented the updated 2022-23 Wish List, totalling ~\$75,000, and shared information about the changes from the preliminary list presented in November. Items were moved from the CMHS casino funding request list to the CPVAF Wish List – updated curtains for the main theatre, sewing stools/tables, sounds baffling for 101, wall painting in Music 173 and 101 – due to school priorities for casino funds.
- b. There was discussion about how CPVAF funding is allocated between the PVA disciplines. Points raised included the historical spending, the tradition of supporting current students with current

fundraising where possible, whether the relative size of the disciplines is considered, and that sometimes extra funding is needed to help a discipline grow (the sewing machine for Fashion was a great example of this). Allocating the funds is complex, recognizing the discipline needs, funding uncertainty, everyone's wishes, and responsibilities of the various stakeholders.

- c. Michelle reported the PVA teachers proposed saving a portion of the major gift for future years, possibly \$15,000.

## **8. Finance Report**

- a. Brenda reported on the November 2022 Financials and 2022/23 Budget Draft, which were circulated with meeting materials. Available funds are comprised of the 2022/23 opening balance, major gift, expected fundraising revenue (Shoot With The Stars and Gala Raffle), paid support positions, New York and Halifax bursaries expenditures, and annual expenses (eg website). Brenda also provided the CPVAF Historical Spending Allocation Report, which captured CPVAF funding by discipline for the past five years.
- b. There was further sharing of knowledge, history, and views on spending priorities. There was consensus that approximately \$75,000 was available for 2022/23. The PVA staff proposal to set aside some funds for future years was reinforced, and there was agreement that Michelle would work with the teachers to revise the Wish List.
- c. **Motion** to approve establishing a savings/reserve of \$10,000 was made, seconded, and approved. Additionally, there was a commitment for Michelle and CPVAF to work together on a five-year plan for CPVAF funding.
- d. **Motion** to approve \$65,000 in 2022/23 Wish List funding was made, seconded, and approved, subject to the CPVAF Officers approving the revised list on behalf of CPVAF.

## **9. Public Relations Update**

- a. No updates for this meeting.

## **10. Communications Update**

No updates for this meeting.

## **11. Liaison Updates**

- a. **School Council / CMHS Parent Association**
  - Please see the school calendar for next School Council meeting date. A CPVAF/School Council liaison is needed. Thanks to Lisa for attending last month.
- b. **Dance – Samantha**
  - No report for this meeting. Dance Fusion is January 17.
- c. **Fashion – Caroline**
  - Students are continuing to work on their post-secondary entrance portfolios.
- d. **Media Arts – Michelle P. (via written report)**
  - Students have completed animation workshops with Quickdraw Animation Society. They are working on AV Production and AV Postproduction modules. Commercials, PSAs, documentaries, explainer videos, short animations, and radio plays are now rolling into production.
- e. **Visual Arts – Martina**
  - The RAMS Art Market is December 8. Field trips are planned for before and after the winter break and include Contemporary Calgary. Information was provided on the exhibit at the Central Memorial Art Gallery.
- f. **Theatre Arts – Angela**

- It is show time in Theatre Arts. RENT runs from December 7 to 10. First Acts One Act (the fall plays) runs from December 16 to 18. With guest artists, the Grade 11s/12s are working on playwrighting and Grade 10s are working on acting technique.

**g. Music – Carolyn**

- Carolyn reported on upcoming performances including Concert Choir at the Bella Concert Hall and Knox United Church. Music Recital is January 12. Jazz night for band is February 10.

**12. New Business**

- Kathy will investigate Birdies for Kids.
- Carolyn reported CMMPA is brainstorming an idea about a new spring fundraiser and collaboration opportunities – more information to follow.

**13. Adjournment**

- Next meeting will be held Wednesday, January 11, 2023.
- Motion** to adjourn was made, seconded, and carried.



Visit the CPVAF website at: [www.cpvaf.org](http://www.cpvaf.org)

Contact the Chair or Vice Chair: [Chair@cpvaf.org](mailto:Chair@cpvaf.org) or [vice-chair@cpvaf.org](mailto:vice-chair@cpvaf.org)

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