



Calgary Performing and Visual Arts Foundation (CPVAF)

Meeting Minutes

March 1, 2023 at 7:00pm

Microsoft Teams Virtual Meeting

In Attendance: Michelle Crimmins, Kathy Bauer (Chair), Angela Jobs, Carla Myers, Caroline Horvath, Carolyn Frew, Estela Pinlac, Jacqui Bloxom, James Durant, Johan Liebenberg, Joni Millar, Joy Alford, Lisa McDowell, Loretta Gerow, Michelle Dirk, Patti MacNeil, Samantha Holroyd, Sandy Nadya, Sheri Bolitho, Karen, and Rachel.

1. Call to Order and Welcome

- a. Kathy called the meeting to order.

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 February 1, 2023, was made, seconded, and approved.

4. PVA Program Update

- a. Michelle reported on the Grade 12 New York Trip, which 83 students and 11 teachers attended. She will present some pictures at the School Council meeting on March 8 and the CPVAF meeting on April 5. Staff and students are preparing for Dance Central (March 20 to 23). Course registration is due March 2.

5. Chair Update

- a. On Friday June 9, 2023, CPVAF will provide breakfast for all CMHS staff at 8:00 am (before the staff meeting at 8:30 am). Sign Up Genius (or something similar) can be used for food, beverage, and volunteer needs. Sheri Bolitho offered to organize the event.

6. Finance Report

- a. The Statement of Operations and Changes in Net Assets February 2023 was circulated with meeting materials. Approximately \$20,000 of approved Wish List items have yet to be incurred and/or submitted for reimbursement. After those expenditures, the projected year-end balance is ~\$17,000.

7. Fundraising Update

- a. Jacqui reported on Ultimate Arts & Entertainment Raffle. If ready, tickets will be sold at Dance Central beginning March 20. Prize donations are valued at \$4,500+ so far. Input was sought about ticket pricing, which will be 1 for \$20 and discounted tickets may be offered (eg. 3 for \$50). Last year, tickets were 1 for \$10; 575 were sold to 185 buyers, with gross proceeds of \$5,750. Raising the AGLC license value (above \$10,000) was discussed. Jacqui and Joy will set up RaffleBox and apply for the license. How to recognize donors in promotional materials was discussed and is to be finalized.

- b. Grant Subcommittee – Lisa reported on a meeting of the grant subcommittee held on March 1, which was attended by Lisa, Estela, Michelle D., Carolyn F., Michelle Crimmons, Suzanne Demers (teacher), and Kathy. The group discussed the funding priorities of public grantors, and there are opportunities with private grantors. Lisa will coordinate a follow up meeting of the subcommittee.

8. Public Relations Update

- a. Kathy will connect with Loretta about any further opportunities to promote the program.

9. Communications Update

- a. Patti is working on Dance Central. Patti will send a reminder to all parents about paying PVA Student Fees.

10. Liaison Updates

a. School Council / CMHS Parent Association

- The next School Council meeting is Tuesday, March 8, 2023.

b. Dance – Samantha

- Dance Central is on March 20 to 23; Samantha reminded everyone to get their tickets and tell others about the show. Appreciation was expressed for the New York Trip bursaries.

c. Fashion – Caroline

- Fashion also expressed appreciation for the New York Trip. Intro students are working on their first solo project, intermediate students their first module, and advanced students are designing a hoodie pattern and learning to use the sewing machine and other new technologies. Students have been invited to showcase garments for a cosplay competition at GameCon Canada in June.

d. Media Arts – Michelle P.

- Students are finishing the first semester photography modules in Composition and Studio Lighting. The Grade 10s are learning Adobe Photoshop and reviewing visual composition. Many Grade 12s have just returned from the NYC Trip with renewed inspiration from museum tours, Broadway shows, and creative production workshops. Booking spring guest artists and workshops is in progress; families are reminded to pay program fees that partially fund these opportunities. A few students have signed up to compete in the Alberta Skills Competitions; the regional competition is at SAIT on March 18, and students could go on to final competitions in Edmonton on May 4.

e. Visual Arts – Martina

- No report for this meeting.

f. Theatre Arts and Technical Theatre – Angela

- More information was shared about the Grade 12 NYC trip, where students attended theatre arts workshops in the day and shows at night and loved the experience. Rehearsals for Progress and The Prom are underway. The Improv Club will participate in the Loose Moose High School Improv Tournament on March 9 and 10.
- Technical Theatre stage management teams are active during rehearsals, gathering props and set pieces and taking blocking notes. Visual media artists design and create rear projection images. Set building, painting, and lighting plot reconfiguration is nearing completion for Progress, and they will work on The Prom. Students created an audio system for the live band of Progress. They will record lighting cues for Dance Central,

The Prom, and Progress in March. Additionally, Tech Theatre will set up/balance audio levels for the productions to balance playback and amplifications carefully. Welcome to Abbie Brokenshire, who joined the costume team, providing an excellent opportunity for Tech Theatre and Fashion students to work with an active theatre professional. Further, Tech Theatre supports staff meetings, guest presentations, and school events.

g. Music – Carolyn

- February was a busy month of events for Music. There will be a bottle/clothing drive Music fundraiser on April 15.

11. New Business

- a. The capacity of the 23/24 Grade 12 New York Trip was discussed. Increasing the number of students is a priority assuming more students would like to go. Requirements, such as attendance during the school year, were noted. The bursary application will occur in the spring to support planning.
- b. Kathy noted an update on the D&O Liability Insurance is needed, and she will follow up with Music on this.

12. Adjournment

- a. The next CPVAF meeting is Wednesday, April 5, 2023.
- b. **Motion** to adjourn was made, seconded, and carried.



Visit the CPVAF website at: www.cpvaf.org

Contact the Chair or Vice Chair: Chair@cpvaf.org or vice-chair@cpvaf.org

Learn more about PVA: www.pvacentral.ca