



MINUTES

ANNUAL GENERAL MEETING

7:00pm, March 15, 2022

Zoom Online Video Conference

In Attendance:

Board Members: Yee Chan (recorder), Lindsay Chen, Karen Cooper, Virginia Hong, Andrew Picard, Dan Stenning, Mark Zuberbuhler

Staff Members: Ann Hepper, Chelsea McAfee, Debbi Salmonsén

Regrets:

Board Members: Derek Bird, Fil Hemming, Mary Ellen Glover, Len Zapalowski **Voting Members in**

Attendance: 26 + 4 new board candidates

M/S/C = Move, Second, Carried.

“We would like to acknowledge that we are gathered on the traditional, ancestral and unceded territory of the Coast Salish peoples—Skwxwú7mesh (Squamish), Stó:lō and Səlilwətał (Tseil-Waututh) and xʷməθkʷəy̍əm (Musqueam) Nations.”

REGULAR BUSINESS

1) Welcome, Introductions and Land Acknowledgement

7:00 pm call to order. Meeting is being recorded.

2) Adoption of Agenda

Mark Zuberbuhler moved to adopt the agenda, Monica Dare seconded. M/C 3) **Adoption of the**

Minutes from March 2, 2021

Mark Zuberbuhler moved to adopt the Minutes from the March 2, 2021 AGM, Karen Cooper seconded. M/C

4) Board of Director’s Report - Dan Stenning, President

Highlighted our accomplishments for the year:

- Our society’s Justice, Equity, Diversity & Inclusion (JEDI) statement available on our website
- JEDI & A training material for board, staff and volunteers
- 2022 - 2025 strategic planning

- A number of policies & procedures approved including Sponsorship Policy Page 1 of 3

- Participation and feedback on Jericho Land Working Group, we submitted 2 letters of support as part of community feedback solicitation.
- Thank the outgoing board members for their contribution: Andrew, David, Mary Ellen and Dan himself.

5) Staff Report & Artist Announcement – Debbi Salmonsens, Artistic Managing Director

Highlighted our accomplishments for the year:

- Successful 2021 digital festival and curated a few live concerts in partnership.
- We have transitioned our information system to Salesforce.
- Carried out a number of donor appreciation initiatives including personalized thank you letters, Milano gift cards, formal thank you e-newsletter.
- 2022 festival is back! But it will be different to mitigate risks and maintain flexibility in ever changing COVID health guidelines. We have hired our core contract team to get our execution underway. Weekend pass sales are underway and the full artist lineup announcement will be in April.
- Introduced our team in attendance and the ones that sent their regrets.
- Questions/Comments/Answers:
 - Asked for clarification of location of 2022 festival stages? *Explained the locations using the festival map available on our website <https://thefestival.bc.ca/site-map/>*
 - Will the festival be back to its pre-COVID number of stages in the future? *We would love to see strong financial support for the festival and be able to put on future festivals with more stages and increasing artist participation.*

6) Financial Report - Mark Zuberbuhler, Treasurer, Ann Hepper, Bookkeeper, representative from MNP our auditor (Review of Audited Financial Statements)

Financial Statements were circulated by email upon request in advance of the AGM

- Question/Comments/Answers
- Request that the financial statements be sent to all RSVP members rather than only sent out when requested. Recorded request for future AGMs.
- How is the Festival's overall financial health? *The society is financially strong as we received strong support from grant funding. We not only paid off our debt from the 2019 festival, we have a healthy surplus towards putting on the 2022 festival with significant unknowns.*
- Do we anticipate being in debt after the 2022 festival? *The 2022 festival comes with significant unknowns. We plan to monitor our spending commitments, grant approvals, ticket sales, sponsorships and donation regularly to gain early indication of what our post festival financial will look like. We have planned for a small festival to manage our expenses.*
- What is the source of our Donations? *The society's donation funding source is from individual donors, sustaining members, bequests, foundation support and large donors.*
- *Genia Ainsworth moved to accept the Financial Report, Monica Dare seconded. M/C*
- *Motion to maintain MNP as Festival's auditor subject to acceptable price quote. A*

special members meeting will be required if we are to change our auditor. Moved Mark Zuberbuhler; seconded Genia Ainsworth

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7) Introduction of New Directors

Exactly 4 positions available and 4 board candidates:

- Tom Burnell
- Tess Kitchen
- Erin Mullan
- Trina Plamondon

Question raised asking new board members what their vision is for the Festival's future. They responded:

-Leverage their professional and festival experience to assist where needed. -Building on the foundation of a robust, stable, more resilient festival. To ensure that the VFMF is relevant and reflective of the diversity in our community in all its facets. -Continue to be JEDI & A aware and engage with arts and culture in our many ethnic communities

Dan Stenning moved to accept acclimation to the VFMF BoD, Karen Cooper seconded. M/C

8) Other Business

Question raised asking about our vision for improving our donation support from our members and donors, what can we do better? What do we need to do more? Our answers: *We have improved our donor appreciation communication in 2021 and will continue to do so. We plan to have a donation tent at the festival and will continue to fundraise. We greatly appreciate the assistance we have received to guide us towards building a stronger monthly giving, donor outreach, legacy giving programs. Now that we have transitioned to SalesForce, we will be able to produce more insightful reports on donation programs to better manage our communications and donor relationship. We also need to find the resources to support staff to carry out these functions.*

9) Motion to Adjourn

Kris Klaasen moved to adjourn, Genia Ainsworth seconded. M/C

Meeting adjourned at 8:15 pm.

Thank you to everyone who sent an expression of interest to join the Board. Please note that there are no nominations from the floor, as per 'Policy and Procedure for Election of Directors for the Vancouver Folk Music Festival Society' (May 2002).