



DRMC Board of Directors Minutes of Meeting

Date:	January 16, 2012
Time:	7:00 PM
Location:	Kingstec Campus, Student Services Boardroom, Kentville
Present:	Colby Clarke (Chair), Trish Gerrits (Recording Secretary), Peter Mowat, Bernie Young (Treasurer), Don Regan, Joel Stoddart
Regrets:	Kathleen Hull

1.0 APPROVAL OF AGENDA

Approval of Agenda – **Motion Carried** *with the following changes:*

Add "Concept Paper" under "Other Business" (Don Regan)

2.0 APPROVAL OF DECEMBER 19TH MINUTES

Approval of Minutes – **Motion Carried** (moved by Bernie, seconded by Don)

3.0 BUSINESS ARISING FROM DECEMBER 19TH MINUTES

Pending action items from December 19th minutes:

Action: Peter will forward insurance write-up to Bernie, not Kathleen.

Action: Kathleen will look into getting another insurance quote.

Action: Peter will share a copy of the survey with the Board members.

Action: Colby will ask Mark Eastman to review the Business Plan and make any suggestions for graphics.

Action: Trish will do a scan of the Business Plan to ensure there are no other edits required.

Action: Bernie will contact Revenue Canada to clarify the GST Rebate issue.

- Bernie sent an email to Bob Caissie and will meet, along with Jane Cayford to discuss ways to cut costs – use volunteers rather than paid Acadia staff.
- A financial review can cost anywhere between \$1,000-10,000. It was agreed that we hold off on hiring someone since our books appear to be in good standing order.
- Festival Budget has been finalized – the budget will remain the same as last year's.
- Peter Sheppard will work with Wendy Elliott to complete the Operating Grant for 2012.

4.0 **TREASURER'S REPORT** (Bernie Young)

Bernie distributed and reviewed the month end report and financial statements with all members.

Bernie is looking into the GST/HST returns for the past 5 years. There could be some back pay to be collected from 2007 and 2009 when the returns were disallowed due to discrepancies in the information completed on the form.

Approval of Treasurer's Report – **Motion Carried** (moved by Don, seconded by Joel)

5.0 **OPERATIONS UPDATE**

Festival Update (Colby Clarke):

The structure of the festival will change somewhat, and there are plans to work closely with the local wineries such as Domaine de Grand Pré, Gaspereau Vineyards, and Luckett Vineyards.

March Break (Peter Mowat):

Brochure for March Break Camp has not been completed.

NSCC, Kingstec Campus is willing to offer a free venue for the March Break Camp; however, we will need to cover the cost of any custodial and commissionaire services required.

CBC Concert:

Bernie reported that the Coop had been approached by the CBC to present a concert at the Al Whittle Theatre featuring Erin Costelo and Stephen Fearing. The event was commissioned by the CBC and will be recorded for broadcast. Deep Roots was asked to arrange for the venue, to take care of the publicity and to arrange an opening act. This work is currently underway. Caleb Miles will be the opening act. The event will take place at 8pm on Mar 30.

Blossom Blues:

Blossom Blues Concert is scheduled for June 2nd at Acadia's University Hall, headline act will be the Hupman Brothers (90 minute set), and opening acts are Kim Wempe, Irish Mythen, and Jenny McDonald.

6.0 BUSINESS PLAN UPDATE (Joel Stoddart)

"Draft" Business Plan will be ready for distribution at the AGM.

7.0 OTHER BUSINESS

Gift for Francois Cote

Approval of \$50 gift for Francois Cote – **Motion Carried** (moved by Peter, seconded by Bernie)

Action: Peter will talk to Lisa regarding an appropriate gift to purchase for Francois.

Constitution and the By-Laws (Peter Mowat):

Peter handed out copies of the by-laws that were forwarded from the Cooperative Association and nothing on the definition of membership has changed since 2003.

It was agreed that we would adopt the following by-law regarding Membership:

- a. Anyone who wishes may become a general member of the Deep Roots Music Cooperative at no cost.

- b. Voting membership is limited to anyone who:
- has donated or sponsored Deep Roots in the past year at a minimum of \$250
 - has bought a weekend pass to the DRM Festival in the previous year
 - has volunteered a minimum of 15 hours in the previous year
 - buys a membership at the AGM for \$10

Approval of the Definition of Membership – **Motion Carried** (moved by Colby, seconded by Don)

Action: Peter will email everyone a copy of the constitution and by-laws. Everyone needs to read through both documents and decide whether or not we have to make any changes.

Action: Peter will send Trish the Special Resolution Bylaw Change Form which has to be signed by the Secretary.

Concept Paper (Don Regan)

Don presented a concept paper to the board member that involves helping entertainers wanting to become known in Wolfville when they are on tour and passing through our town. It was agreed that we need a formal process in place before making a commitment.

Action: Don will put together a flowchart and email the concept paper to everyone.

8.0 NEXT MEETING

February 20, 2012
Kingstec Campus
7:00 PM

9.0 ADJOURNMENT

Motion to adjourn at 9:25 PM – **Motion Carried** (moved by Trish)