



## DEEP ROOTS MUSIC COOPERATIVE AGM Minutes of Meeting

<b>Date:</b>	January 30, 2011
<b>Time:</b>	2:00 PM
<b>Location:</b>	Irving Centre, Acadia University, Wolfville, NS
<b>Board Members:</b>	Peter Mowat (Chair), Trish Gerrits (Recording Secretary), Kathleen Hull, Colby Clarke and Bernie Young

### 1.0 APPROVAL OF THE 2010 MINUTES

*Lisa Hammett Vaughan verbally highlighted some of the key points of the 2010 Minutes prior to our motion to approve.*

Approval of 2010 Minutes – **Motion Carried** (moved by Bernie, seconded by Jim MacLellan)

### 2.0 CHAIR'S REPORT BY PETER MOWAT

- At our 2010 AGM we said farewell to two Board members, Lisa Hammett Vaughan and Jeff Hennessey. Lisa then took on the role of Festival Chair.
- Several members of the Board joined during the past fiscal year but have since left - Shirley Ann Rogers, Grey Reeve, Angie Davidson, Julie Harris (Treasurer) and Debbie Rosa-Mercier (General Manager).
- New members of the Board are Bernie Young, Trish Gerrits (Secretary).
- It was a record-breaking year with the Festival and a Strategic Planning Process that was expected to provide a new direction for the DRMC; one that would take us back to the Cooperative's original mandate. The Board looked at broadening the function of the Cooperative, moving in directions that had been outlined in the Deep Roots plans since the beginning and embracing areas of interest that had been promoted by the membership at the previous AGM's.

- The Cooperative undertook a benefit concert for Haiti that was spearheaded by the GM, Debbie Rosa-Mercier, and raised \$20,000.
- Another event was launched called "Blue Valentine" featuring the Hupman Brothers, took place at the Old Orchard Inn Barn. Many enjoyed this event, some great cakes were auctioned off, but it was not a great fund raiser for Deep Roots.
- Aaron Allen of Truro was hired to build a new website for the DRMC and it was successfully launched in April 2010.
- In the spring of 2010, the Board hired a General Manager to take on new projects that would enhance and promote Deep Roots year round. As well, a permanent office location was rented in the basement of the Box of Delights Book Store in Wolfville.
- The Emerging Artists Event was moved to a new date in July in order to connect it to Wolfville's Mud Creek Days Celebration. Opportunities were offered for youth to participate in workshops and inquiries came from as far as Maine and Saskatchewan.
- Beginning in the fall of 2010, the GM struck a partnership with Music NS to offer a "Bringing It Home" concert series that consisted of 5 separate events. This partnership allows the opportunity for the sponsoring organization to showcase new artists with a virtual guarantee of not losing money.
- A second project called March Break Music Camps was initiated. This is an event open to youth and others during the school break. Camps will be hosted by experienced musicians including Jake Smith, Tim Chaisson, and Erin Costello.
- A final project is being worked on to host a major concert during the 2011 Apple Blossom weekend featuring Matt Anderson and a number of other acts.
- The GM position was terminated in late November due to negative economic factors including budget shortfalls, a Festival deficit, and the denial of HST rebates.
- Two of the "Bringing It Home" concerts scheduled for the spring were cancelled; the March Break Camps and May concert will continue as planned.
- A "thank you" to all Board Members for the hard work put forward.

### **3.0 FESTIVAL REPORT BY LISA HAMMETT VAUGHAN**

- Received in-kind donations but sponsorships were down
- David O'Leary was our Programmer for 2010
- Feedback received confirmed that there was some magic lost during this festival
- Committee experienced some issues around communication

- The committee is structured so that we have a Coordinator and three other's in supporting roles
- Ticket Pro was a success, and ticket sales were as projected
- A new booklet was distributed which received very positive feedback – everyone was happy with this addition

#### 4.0 FINANCIAL REPORT AND BUDGET UPDATE – KATHLEEN & BERNIE

Financial Reports were projected on a screen and reviewed by Kathleen for all members to see.

##### Income Statement for 2009-10:

Income Statement and breakdown of budgets by project were reviewed with AGM Members. The following results were shared:

<b>2009-10 End of Year Financial Results:</b>	<b>Net Income/Loss</b>
Festival	(\$4,636.71)
Education	(\$168.34)
Concert	\$1,024.61
Admin	(\$11,348.12)
<b>Total Net Loss</b>	<b>(\$15,128.56)</b>

##### Balance Statement for 2009-10:

Kathleen explained that the Balance Statement was inaccurate with our accounts receivable out by approx. \$7000. This is largely due to the absence of HST Rebates.

Kathleen will need to do some additional work on the financials before presenting the members with a final Balance Statement.

**Action:** Kathleen will work on the 2009-10 financials to see if she can locate the accounting discrepancies.

##### Comments/Questions from AGM Members:

- Lisa Hammett Vaughan pointed out that we would not have the same in-kind meal accommodation for the 2011 Festival Event which has been provided in the past by the Chef at Grand Pre.
- Suggestion: Look into Heritage Funding for this year.
- Suggestion: Have a financial audit completed.
- Noted: A financial audit can cost anywhere from \$1,500 – \$30,000.
- Suggestion: Start fresh with our 2010-11 financials and have things written off from the old fiscal year?

- Noted: As of October 31, 2010 we were showing \$9000 in equity – there was no deficit at that time.
- Noted: The success of a non-profit organization relies heavily on the accuracy of its accounting books. A paper trail for every single transaction will help to ensure balanced books at the end of a fiscal year.
- All members agreed that it would be best to delay the passing of the 2009-10 financials at this time.

### **Approval of 2009-10 Financials:**

Approval was set to “delay the passing” of the 2009-10 Financial Statements – **Motion Carried** (moved by Peter Sheppard, seconded by Jane Cayford)

## **5.0 BOARD STATUS – CALL FOR NEW MEMBERS – VOTE IF NECESSARY**

### New Members:

- Joel Stoddart (nominated by Colby Clarke)
- Ernie Robinson (nominated by Peter Sheppard)
- Don Regan (nominated by Lisa Hammett Vaughan)

## **6.0 GENERAL BUSINESS – QUESTIONS FROM THE FLOOR**

- Question: In terms of approving a budget for this year, what is the direction of the organization?
- Noted: Consideration will be given to hiring another General Manager if the financial situation of the Cooperative changes.
- Suggestion: Have a clearly written job description written before hiring another General Manager.
- Question: Are the non-festival activities a good investment? Should we continue with the non-festival activities?
- Question: Do we move forward with the 2011 Festival knowing that we will not have the in-kind catering provided this year, or a programmer? Who will handle the programming of the Festival?
- Noted: February 15<sup>th</sup> is the deadline date to apply for an Organizational Grant.

## **7.0 APPROVAL OF THE BUDGET:**

Members voted to hold off on approving the 2010-11 budgets at this time. Another AGM will be set to review.

## **8.0 NEXT AGM MEETING?**

Sunday, February 27, 2011  
2:00 PM  
Irving Centre, Acadia University

## **9.0 ADJOURNMENT**

Motion to adjourn meeting at 4:15 PM – **Motion Carried** (moved by Lisa Hammett Vaughan)