



DEEP ROOTS
MUSIC COOPERATIVE

DRMC Board of Directors Minutes of Meeting

Date:	March 21, 2011
Time:	7:00 PM
Location:	Kingstec Campus, Business Development Boardroom
Present:	Colby Clarke (Chair), Peter Mowat , Trish Gerrits (Recording Secretary), Bernie Young (Treasurer), Don Regan, Joel Stoddart, and Ernie Robinson
Regrets:	Kathleen Hull

1.0 APPROVAL OF JANUARY 3RD MINUTES

Approval of Minutes – **Motion Carried** with changes (moved by Peter, seconded by Joel)

Change:

- Under section 5.0 (b) change date of Blues Concert from May 29th to May 28th.

2.0 APPROVAL OF FEBRUARY 7TH MINUTES

Approval of Minutes – **Motion Carried** with changes (moved by Peter, seconded by Ernie)

Change:

- Under section 5.3 correct spelling of Matt Andersen and Jens Jeppesen.

3.0 ACCEPTANCE OF AGM MINUTES FOR JANUARY 30TH & FEBRUARY 27TH

Minutes accepted

4.0 TREASURER'S REPORT (Bernie Young)

Report submitted (See Appendix A)

Action: Colby will contact Peter Sheppard regarding submission of the Kings County Grant.

5.0 OPERATIONS UPDATE

Bringing it Home – Bernie Young

Three concerts were underwritten by Music NS using NS artists only. All three concerts showed a net loss, however, a cheque in the amount of \$3650 was requested from Music NS.

March Break – Peter Mowat

Three March Break Camps were scheduled - two were cancelled due to insufficient enrollment, one was launched. The Rock Camp was successful with a total of 9 participants. This camp received great reviews and talents were showcased in Studio Z on March 18th with standing room only. Final report will be completed and submitted by Peter Mowat and Jenny MacDonald.

May Concert – Bernie Young

May Concert on May 28th will be featuring Matt Andersen, Jens Jeppesen, The Hupman Brothers, and young Liam Potter.

Festival – Peter Mowat

Things are rolling along with festival activities – working on publicity (handled by Karen Corey), billeting, programming and financials.

Emerging Artists – Peter Mowat

A final decision on whether or not we move forward with this program will be made during our next board meeting in April.

6.0 BUSINESS PLAN (Joel Stoddart)

A roundtable discussion took place and ideas were shared on what the Board would like to get out of a business plan.

Colby will be setting up a meeting with Joel, Kathleen and Stephen Kerr of Kings RDA to sit down and discuss next steps.

It was suggested that a committee be struck to do the planning stages and then a finished document be brought back to the group for review and approval.

As a starting point, Joel will put together a one-page business plan that will be shared with the Board at the next meeting.

Action: Joel will put together a one-page business plan for the Board.

7.0 OTHER BUSINESS

Union Agreements – Peter Mowat

Peter was contacted by someone in Music NS letting us know that union fees are due. It was agreed that we would move forward and cancel the contract.

Action: Peter will forward Colby the contact information for this Union Agreement so that he can cancel the contract.

Volunteer Management and Membership – Colby Clarke

We need clear policies and procedures for deciding on membership and volunteerism. It was suggested that we strike a committee to look at this. Colby and Peter will discuss this further.

Publicity Update – Ernie Robinson

Ernie Robinson provided the Board with an update on publicity for the May 28th Blossom Blues Concert.

8.0 NEXT MEETING

April 18, 2011
Kingstec Campus, CSS Boardroom
7:00 PM

9.0 ADJOURNMENT

Motion to adjourn at 9:00 PM – **Motion Carried** (moved by Joel Stoddart)

APPENDIX "A"

DEEP ROOTS MUSIC COOPERATIVE

Treasurer's Report

March 21, 2011

Prepared by Bernie Young

CASH FLOW

As of the date above, the balance in the Deep Roots business account was \$934 and the Bringing It Home Concert Series and the March Break Camps were substantially complete. Some expenses, approximately \$2,500 remain to be processed, leaving an amount of approximately \$3,500 for festival deposits should they be required. According to the Coordinator of the Festival Committee, programming activity has begun but there have been no requests for artists deposits received to date.

OPERATING GRANT PROPOSAL

The operating grant proposal was prepared by Peter Sheppard and reviewed by Kathleen, Bernie and Colby and was submitted before the deadline on Feb 15 to the Dept of Tourism, Culture and Heritage. The amount requested for this year was \$15,000 based on the fact that the Coop has expanded since last year having added a permanent office and one staff member for seven months of 2010. The previous grant approval was for \$9000 and based on the current fiscal situation, this is the most likely amount to be approved for 2011.

LINE OF CREDIT

Since our last meeting, the general membership passed a motion to extend the line of credit to accommodate artist deposits for the festival. It was decided that the existing line of \$5,000 should be extended to \$10,000 with the restriction that the additional funds be used only for artists' deposits for the Festival. Colby and Bernie met with Janet MacLean at the Credit Union to discuss this. As it turns out, Deep Roots has no credit of its own and the existing \$5,000 is secured by the personal assets of a former board member. An increase in this line of credit was not possible. And although additional credit would have simplified matters, the cash flow projection could be modified to operate without it. The Coop's debt remains secured by a former board member who is aware of this. But now that this is understood by the board, a commitment should be made to include in the upcoming business plan, an objective to become self sufficient in this area.

OFFICE ADMINISTRATION

As the relatively low level of activity of the winter season draws to a close, issues related to the administrative function of the office and preparations for the high level of activity expected during the festival will begin to take precedence. In order to address this, a working group of volunteers with clerical experience or knowledge will be pulled together to discuss the needs of the office and the most efficient ways to complete all required tasks. An ad was placed in the March edition of the Coop newsletter requesting interested volunteers to come forward. It appears that we will have six or seven individuals who will bring a variety of skills to the task and it is hoped that within a couple of weeks this group will get together to do some initial brainstorming.

NSLC

The board will be pleased to learn that we are currently negotiating with NSLC to become the Coop's first multi-year sponsor. The contract under discussion would provide for three years of funding for the festival in exchange for exposure at the festival and possibly at other Coop events. It is hoped that this agreement will provide a basis for approaching other sponsors who might also be interested in multi-year agreements. It is hoped that this agreement will be finalized before the end of April 2011.