



## DRMC Board of Directors Minutes of Meeting

<b>Date:</b>	July 16, 2012
<b>Time:</b>	7:00 PM
<b>Location:</b>	Fox Hill, Kentville, NS
<b>Present:</b>	Colby Clarke (Chair), Peter Mowat (Co-chair), Trish Gerrits (Recording Secretary), Jim Waldrum, Joel Stoddart, Don Regan
<b>Regrets:</b>	

### 1.0 APPROVAL OF AGENDA

Approval of Agenda – **Motion Carried** (moved by Peter, seconded by Joel) *with the following change:*

- Add “Office Computer Software” under “Other Business” (Colby Clarke)

### 2.0 APPROVAL OF JUNE 18<sup>TH</sup> MINUTES

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

### 3.0 BUSINESS ARISING FROM JUNE 18<sup>TH</sup> MINUTES

- Colby did some research on the MEDAC Funding and found out that it still exists; however, the Advisory Committee does not. Peter Sheppard will continue to look further into the possibility of accessing funding through MEDAC.

### 4.0 TREASURER’S REPORT

*No monthly report available.*

Leslie Dixon has expressed interest in the position but would want to know more about what’s involved.

**ACTION:** Colby will arrange a meeting with Leslie Dixon who is interested in learning more about the Treasurer’s position.

## 5.0 OPERATIONS UPDATE

### Festival Update (Peter Mowat):

- All acts are finalized
- There has been a lot of discussion around renting the tent from Ross Creek again this year since there will be an afternoon of dancing planned. The cost to rent this tent is \$1200. The end result of the discussions was to book the McKeen Room instead. There will; however, be several other smaller tents placed around the town during the festival.
- Sponsorship is moving forward as per usual with support from most of the same sponsors.
- There is still discussion around a gala event that would be connected with one of the wineries.
- John Dowe will be stepping down from his responsibilities with the festival and has found a replacement who will be transitioning into the position.

### Mud Creek Days:

Bernie and Peter have finalized the acts for Mud Creek Days being held July 28<sup>th</sup> from 3:00 – 10:00 PM. The Town of Wolfville is giving us a \$2,200 to cover all expenses.

### Music Nova Scotia Awards:

Peter feels we should put in nominations for the following:

- ***Event of the Year*** (DRMC's Blossom Blues Festival)
- ***Community Presenter of the Year***
- ***Venue of the Year*** (Al Whittle Theatre)

## 6.0 BUSINESS PLAN UPDATE (Joel Stoddart)

Business Plan was reviewed by all members and it was agreed that we are very close to moving this forward once the following is done:

- Jim will have his wife review for grammatical errors.
- Add a call to action section at the end of the business plan regarding sponsorship and donations.

**ACTION:** Jim will have his wife review the business plan and correct any grammatical errors. Once complete, Jim will forward to Joel.

**ACTION:** Joel will put a call to action section at the end of the business plan, RE: sponsorship/donations. Once complete, he will forward to Trish for printing.

**ACTION:** Trish will print and bind 10 copies of the business plan for distribution to all members and additional copies when needed.

#### “NEW” Fundraising Committee for Cooperative/Festival

Joel has taken the lead on putting together a Fundraising Committee for the festival as a means of helping Peter Sheppard and raising more funds. Any funds raised will go to the cooperative, not just the festival. Joel will guide will guide this process and ensure a plan is in place before moving headlong into fundraising.

Peter Sheppard will be putting his job description on paper so that everyone is clear on what he has done for fundraising in the past, and where we get our donations.

It was agreed that we need to move forward on putting together grant proposals through federal funding (i.e. Heritage).

## 7.0 OTHER BUSINESS

#### International Year of Cooperative Events – Coop Picnic (Joel Stoddart)

The Coop Picnic is happening on August 19<sup>th</sup> at the Research Station and there will be a Coop Film Event taking place sometime during the fall (date to be announced at a later time).

Joel has asked that everyone promote these events as much as possible.

**ACTION:** Joel will put together a blurb on the event and send to Peter Mowat so that it can be added to our newsletter.

#### Signing Authority

Currently we only have two people who have signing authority on cheques with the absence of a Treasurer. Peter recommended that the new Treasurer have signing authority once we find a replacement. In the interim, a recommendation to add Lisa Hammett Vaughan as a signatory was put forward for approval.

Motion to add Lisa Hammett Vaughan as a signatory – **Motion Carried** (moved by Joel, seconded by Peter)

#### Groupon (Joel Stoddart)

A discussion took place around whether or not Groupon is something we would want to use. It was agreed that this is not a direction Deep Roots would entertain at this time. There are too many risks involved.

Office Computer Software (Colby Clarke)

A discussion took place around the need to upgrade our computer software in the DRMC Office. Colby offered to look into the details of a program which subsidizes not-for-profit software purchases. In the short-term, Open Office could be a suitable alternative to Microsoft Office.

**ACTION:** Colby will look into the details of a program which subsidizes not-for-profit software purchases.

**8.0 NEXT MEETING**

August 20<sup>th</sup>, 2012  
Peter Mowat's Home, Fox Hill, Kentville  
7:00 PM

**9.0 ADJOURNMENT**

Motion to adjourn at 8:50 PM – **Motion Carried** (moved by Trish)