

From: [Reid, Kimberley TAC:EX](#)
To: ["Susan Jackson"](#)
Cc: [Jonker, Brian TAC:EX](#)
Subject: Vancouver Art Gallery Visit Confirmation - BC Arts Council
Date: Friday, January 25, 2019 3:52:00 PM
Attachments: [Vancouver Art Gallery confirmation 35454.pdf](#)

Hi Susan,

I was hoping you would be able to print this receipt and bring it with you on Sunday. As you can see below, the invoice needs to be presented to admissions.

Thank you and see you in a few days,
Kim

-----Original Message-----

From: groupbookings@vanartgallery.bc.ca [<mailto:groupbookings@vanartgallery.bc.ca>]
Sent: Thursday, January 24, 2019 8:55 AM
To: Durno, Sarah TAC:EX
Subject: Vancouver Art Gallery Visit Confirmation - BC Arts Council

Vancouver Art Gallery Booking Confirmation:
Attached are your booking details and invoice. Your institution/organization will not be invoiced directly.

Dear Sarah,

Thank you for booking a Private Guided Tour of the Dana Claxton Fringing the Cube exhibition at 4:15 PM on Sunday, January 27, 2019. Please plan to arrive 15 minutes prior to your tour.

Before your visit:

-Please present a copy of this invoice to admissions. You can skip the line and see the register for Groups/Online tickets. It is located closest to the glass Gallery doors.

- Please meet your Tour Guide in the lobby before your scheduled tour time. Your group will have access to all exhibition floors after their tour.

We ask that your group view the exhibition in smaller groups of 5-10, to avoid overcrowding.

Cancellation Policy

Please note that all cancellations must be given two weeks in advance or you will be charged the full amount.

Please print the attached invoice and bring it with you to pay for your group upon arrival. We accept cheques and major credit cards. All programs must be paid in full at the time of your visit, or payment can be made prior to your visit by sending payment to:

Vancouver Art Gallery
Attn: Group Bookings
750 Hornby Street
Vancouver, BC V6Z 2H7

Please feel free to contact me directly with any questions or concerns regarding your booking.

With warm regards,

Group Bookings Coordinator | Vancouver Art Gallery Office hours: Mondays - Thursdays 8:30am - 4:30pm
750 Hornby Street Vancouver BC V6Z 2H7
604.662.4717 groupbookings@vanartgallery.bc.ca

Vancouver Artgallery

Invoice

BC Arts Council
Sarah Durno

Confirmation #: 35454
Email: Sarah.Durno@gov.bc.ca

Thank you for booking your visit, scheduled for Sunday, January 27, 2019 at 4:15 PM for the following event(s):

Item Name	Date	Time	Qty	Category	Price Per	Ext Price
Dana Claxton Fringing the Cube	Jan-27-19	4:15 PM	1	Complimentary Tour	\$0.00	\$0.00
Dana Claxton Fringing the Cube	Jan-27-19	4:15 PM	10	Admission: No Charge	\$0.00	\$0.00
					Subtotal:	\$0.00
					Discount:	\$0.00
					Tax:	\$0.00
					Paid:	
					Balance Due:	\$0.00

All programs must be paid in full by the time your program begins. We accept payments made by cash, cheques, and major credit cards. Payment can be paid at the Admissions Desk prior to your visit. Payment can also be made in advance by mailing to:

Vancouver Art Gallery
Attn: Group Bookings
750 Hornby Street
Vancouver, BC
V6Z 2H7

If you have any questions or concerns, please call the Group Bookings Coordinator at 604 662 4717.

Thank you.

From: Reid, Kimberley TAC:EX on behalf of BC Arts Council Secretariat TAC:EX
To: Jane Brindley; s.22; "s.22"; "Lindsay@iblc.co"; "s.22"
"ad.ceo@balletkelowna.ca"
Cc: "Susan Jackson"; Jonker, Brian TAC:EX; Durno, Sarah TAC:EX; Bottomley, Allison TAC:EX
Subject: BC Arts Council – Program Committee Meeting Materials
Date: Tuesday, January 15, 2019 5:19:00 PM
Attachments: Prog Cttee IN Jan2019 s.13
ID - Attachment 1 - [] if
ID - Attachment 2 - Demystifying GBA+ Job Aid.pdf
ID - Attachment 3 - GBA+ Intersectionality Job Aid.pdf
Prog Cttee IN Jan2019 Equity Consultant.docx
EC - Attachment 1- BCAC – Summary of Guideline Changes re. Respectful Workplaces.pdf
EC - Attachment 2 - DRAFT RFI for Equity Consultant.pdf
Prog Cttee IN Jan2019 Iterative Program Revision.docx
Prog Cttee IN Jan2019 s.13, s.17

Hello Everyone,

Please find the material for tomorrow morning's meeting attached.

AGENDA

- 1) s.13
- 2) Equity Consultant
- 3) Program Revision 2019/20 – Iterative Framework
- 4) s.13,s.17

Thank you!

Page 005 to/à Page 010

Withheld pursuant to/removed as

s.13



Demystifying GBA+

job aid

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Analyzing the full impacts of an initiative is a competency. Gender-based Analysis Plus – or GBA+ – is a tool developed by Status of Women Canada to guide this analytical process. Using GBA+ helps you assess the potential impacts – positive or negative – of initiatives on diverse groups of women, men and gender-diverse people, enabling you to identify risks and create mitigation strategies. Diversity helps us to innovate and to consider issues and policy in a different way.

Groups of people are not homogeneous. Although gender is usually conceptualized as a binary (girl/woman and boy/man), there is considerable diversity in how individuals and groups understand, experience, and express gender. The “plus” in GBA+ acknowledges that GBA goes beyond biological (sex) and socio-cultural (gender) differences. We all have multiple identity factors that intersect to make us who we are; GBA+ also considers many other identity factors, like race, ethnicity, religion, age, and mental or physical disability.

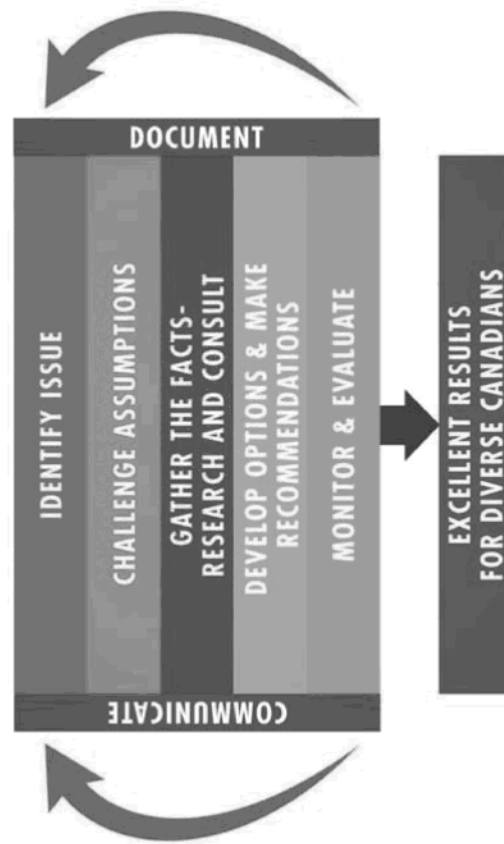
All of the work we do affects Canadians. GBA+ is a tool that will prompt you to consider the full impact of government initiatives from the perspectives of diverse people, and to identify potential challenges at an early stage. GBA+ is not something to be tacked on after the fact, nor can it be carried out by just one person. It is a tool that should be used at all stages of the policy cycle, from development to implementation. Start your GBA+ sooner – *before* you write your options or begin your design.

Initiatives vary and there is no single GBA+ template, however there are some key considerations and questions to ask at each step of the process.

In short, GBA+ is about effective analysis – and every public servant has a responsibility to complete GBA+ on all their work.



Watch our microlearning videos part of the *Demystifying GBA+* suite, for an overview of GBA+ and Government of Canada examples (available on [GCpedia](#) and the [SWC YouTube channel](#)).



GBA+ step	Description	Key questions to ask	Answers
Identify key issue	The first step is to identify the context and the gender and diversity issues. Nothing happens in a vacuum. Your initiative may have a narrow objective, but it will always be linked to broader government priorities. The social, cultural, and economic environments are also important. Start by making these connections. Look beyond the topic of the Memorandum to Cabinet or Treasury Board Submission. Consider the depth and breadth of the issue.	<ul style="list-style-type: none"> Are you taking a long-term and holistic perspective, looking beyond the topic of the Memorandum to Cabinet or Treasury Board Submission (e.g. considering community impacts of resource development)? Are there historical disparities related to the broader issue (e.g. industry is male-dominated)? 	+
Challenge assumptions	We all have assumptions. In addition to our individual assumptions, the institution you work for may have formal or informal policies in place that can affect the development or outcome of an initiative. You need to be aware of these. Remember that workplace culture, behaviours, activities or processes all shape your assumptions. Although the proposal you are working on may appear to affect everyone equally, always challenge your assumptions about whether it has gender and other diversity implications.	<ul style="list-style-type: none"> Who says it is an issue? / What has triggered the issue? Whose point of view is reflected in defining the problem? What assumptions informed the identification of the topic as an issue? Who is affected by the proposal? How do you know? How are they affected? Who benefits, and why? Could certain groups be affected differently? Are you making assumptions about the uniformity of population groups? If you consider an issue “neutral”, can you support this with evidence? Is it possible that your assumptions prevent you from asking questions and hearing answers? 	+
Gather the facts - research & consult	Remember that you don't have all the answers...but you can get a better picture of the issue through research and consultation. You need data to assess whether your initiative	<ul style="list-style-type: none"> What type of gender and diversity disaggregated data¹ are already available regarding this issue or policy? What groups of people might experience this issue differently? Do current policies and measures for this issue offer strong 	+

¹ Disaggregated data refers to data broken down by age, race, ethnicity, income, education, etc. This is sometimes referred to as gender-disaggregated data.

	<p>will have a more significant impact on a particular group of people, or whether barriers exist.</p> <p>Conduct research</p> <p>The data you use should be gender-disaggregated and should include other intersecting identity factors, such as Indigenous status, age or disability. If information is not available, don't abandon your analysis. Identify gaps in existing data and consider making data collection part of your initiative's objectives and evaluation measures.</p> <p>Consult stakeholders</p> <p>Make sure to use GBA+ when you design your consultation process. It is not enough to consult the general public and then apply your findings to all groups. Seek out multiple viewpoints. Engage Canadians of various identities, and consult broad and inclusive sources to deepen your analysis. Don't forget: accessibility issues, social conditions and economic considerations can all affect someone's ability to participate in your consultation process.</p>	<p>gender and diversity analysis?</p> <p>What other types of disaggregated data are needed to understand the gender (and other) dimensions of the issue?</p> <p>How will your research methods ensure that the collection of gender and diversity disaggregated data is facilitated?</p> <p>Are there examples of policies and programs that are similar?</p> <p>Do you have information on your clients, partners, or target groups? Have you consulted diverse sources?</p> <p>Does the information suggest that the issue or initiative potentially affects diverse groups of people in different ways? If so, how?</p> <p>Does the initiative improve the situation for all? Or does it have unintended differential impacts or create barriers for some groups of people?</p> <p>Have the views of affected people been included in the design of the proposed initiative?</p> <p>What types of measures are needed to ensure equitable representation during consultation processes?</p> <p>Are certain types of infrastructure in place to ensure that specific population groups can participate (e.g. caregivers)?</p>	
<p>Develop options & make recommendations</p>	<p>Your choice of words can also have an impact — consider them carefully.</p> <p>The results of your consultation and research should inform your options and recommendations at all stages of initiative development and implementation.</p> <p>Using the data you have gathered, indicate how the options you propose respond to the specific issues you identified. Present your GBA+ findings to decision-makers clearly.</p> <p>If you have found that your initiative could have</p>	<p>What would decision-makers expect to know in order to make an informed decision?</p> <p>What are the desired end-results being sought for this initiative?</p> <p>What are the outcomes that stakeholders would expect from this initiative?</p> <p>What outcomes will improve current inequitable situations between women and men, and between different groups of people?</p> <p>What indicators are you using to gauge the results of this initiative?</p> <p>How do proposed options reflect the information gathered and</p>	<p>✚</p>

	<p>differential impacts or unintended barriers, suggest strategies to strengthen the proposal. And be sure to highlight your plan to fill any data gaps that your GBA+ identified.</p>	<p>the consultation carried out in relation to gender and diversity?</p> <ul style="list-style-type: none"> Are the issues identified in the GBA+ incorporated into options as risks, or addressed through mitigation strategies? In what ways will gender and other considerations be a significant element in weighing and recommending options? Would this serve to reinforce or address historical inequities? Have you looked beyond the Memorandum to Cabinet or Treasury Board submission? Have you considered the implementation of the Treasury Board Submissions, Memoranda of Understanding, Provincial-Territorial agreements, contribution agreements etc.? 	
Monitor & evaluate	<p>GBA+ also applies to the evaluation and monitoring of your initiative. The design of your evaluation framework and approach to monitoring can help address inequality and build capacity. Make sure your evaluation identifies groups who are positively or negatively affected by the initiative.</p> <p>Highlight data gaps and address unintended outcomes for diverse groups. Incorporate them into strategy renewals or management responses.</p>	<ul style="list-style-type: none"> Is the policy/program operating in a manner that is effective and appropriate for different groups of people? Are the policies and programs being adapted to account for unanticipated gender-specific differences? Are targeted interventions being used to ensure that the policies and programs are accessible to diverse groups of people? Is information about the program/policy equally accessible to different demographic groups? Are diverse groups equally involved in the implementation? How are different groups of people involved in the management and monitoring of the initiative? Are gender and cultural stereotypes being reinforced in the delivery of the program? How will the differential impacts of targeted interventions on different groups of people be monitored/evaluated? Have baseline indicators been established to measure the effectiveness of the initiative, and are they conducive to assessing the impact on diverse groups of people? If not, what data collection methods would be conducive to measuring outcomes for diverse groups of people? What indicators would you need to use to assess progress for 	+

		<p>diverse groups of people?</p> <ul style="list-style-type: none"> Are there gaps in the quantitative or qualitative data needed to effectively measure outcomes? How could these gaps be filled? What additional data is needed to better understand the different impacts? 	
Communicate	<p>Use GBA+ when considering how to communicate your initiative.</p> <p>Identify your target audiences, and tailor your messaging appropriately. Show how your initiative supports diversity, and use inclusive examples, languages and symbols. Review your messaging to ensure you are not perpetuating stereotypes.</p> <p>Whenever possible, choose images and language that challenge harmful stereotypes.</p> <p>Finally, remember to share or discuss your GBA+ results within your organization. This will demonstrate due diligence, foster buy-in with stakeholders, and identify areas for further action.</p>	<ul style="list-style-type: none"> Does the communications strategy use messaging that will reach diverse groups of people? Do the identified target audiences reflect the diversity of people affected? Are the examples, language and symbols used in the communication products gender and diversity appropriate? How would a communications strategy need to be designed to respond to the needs of different groups of people? 	
Document	<p>It is essential to document your analysis and findings throughout the cycle of the initiative.</p> <p>Why?</p> <ul style="list-style-type: none"> The data and analysis that guided your recommendations provide meaningful background information. You may be asked to provide evidence that a GBA+ was conducted and to explain the process that guided your recommendations. This information could inform a future proposal. 		



Intersectionality

Job Aid

Considering the diversity and variability of initiatives, there isn't one single, or "right", way to apply an intersectional lens. However, there are some key considerations and questions to ask at each step of the process. This tool is not exhaustive, but can help you reflect on peoples' multiple identity factors, and how that may impact their experiences with government initiatives. Given that our work may differ as public servants, this job aid may be adapted and changed to meet your organizational and contextual needs.

The *Intersectionality Job Aid* will be most effective if you have taken Status of Women Canada's online course, [*Introduction to GBA+*](#), as it will provide a foundation for Gender-based Analysis Plus (GBA+). If you would like to dig a little deeper into GBA+, see the [*Demystifying GBA+ Job Aid*](#) which offers practical guidance on the use and implementation of GBA+ in your work.



Status of Women
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Condition féminine
Canada

Date modified: 29/08/2018

Taking an intersectional approach (“unpacking the plus”)

What are the intersecting identity factors of the communities you are addressing? How do these intersecting identity factors impact their lived experiences? How do intersecting identity factors potentially impact the outcomes of your initiative?

Consider:	Your own positions, identity factors and biases	Intersectional ¹ identity factors	Context	Existing structures	Impacts	Next steps
Suggested questions:	<ul style="list-style-type: none"> What is your lived experience? Specifically, what are your own identity factors, privilege(s)², oppression(s), and positions of power³ in relation to the issue(s) you are addressing (e.g. class, race, education, ability)? Based on your lived experience, what are your assumptions and unconscious biases? Where have you learned them (e.g. family values, community, education)? Are you a member of the impacted group? Are you directly impacted by the issue(s)? 	<ul style="list-style-type: none"> Are there groups that are likely to experience advantages or disadvantages? Have the groups changed over time? Are there people in your community who are marginalized? Who are they? Where are they? How do they cope with the existing situation? Have you considered the existence of such groups in the development of your initiative? Is gender the natural entry point for your analysis? Maybe it's ethnicity, or disability, or another identity factor. 	<ul style="list-style-type: none"> Who says there is an issue? Whose point of view is reflected in defining the problem? Have the creation of any recent initiatives disproportionately impacted the lived realities of the group(s) you are addressing? If so, what are they? Were the views of the impacted peoples included in the design of the initiative? What are the macro⁴, meso⁵, and micro-level⁶ conditions and power relations at play? 	<ul style="list-style-type: none"> What are the existing structures that protect or disadvantage marginalized communities? (e.g. tax regulations, access to public transit) What are the specific intersecting identity factors that make people vulnerable to existing frameworks (e.g. low-income single mother, undocumented youth, trans-person of colour, rural Muslim)? Who are the people most-impacted by these frameworks? Are there subgroups and identity factors within this larger group that have gone unnoticed? 	<ul style="list-style-type: none"> Which groups have been impacted by an initiative? What are the intended impacts? Are there unintended impacts? What is the scope of the intended and unintended impacts? Have other groups been impacted by the initiative? If so, who are they? How have they been impacted? Have you consulted with impacted populations? Have you accessed difficult to reach populations? 	<ul style="list-style-type: none"> Continue your intersectional analysis at all stages of the life cycle of your initiative. Consult with the GBA+ focal point and GBA+ advisors in your organization when needed. Act in alignment with the Gender Results Framework. Regularly refresh your knowledge (through direct engagement when possible) about the lived experiences of diverse peoples. Capture and document all of your reflections, discussions, analysis and ideas. Seek best practices from internal and external stakeholders (e.g. other departments, civil society). Advocate for your needs: seek the resources needed to thoroughly address the issue. Avoid categorical or checklist approaches as they can be limiting. Identify (formal and informal) policies that are outdated and should be altered. Anticipate future trends and evolving social norms (e.g. demographic trends, governmental changes). Be prepared to engage management in a discussion about taking an intersectional approach to your issue.
Suggested actions:	<ul style="list-style-type: none"> Consider the issue from another's perspective/position. Reflect on your lived experiences, and how your intersecting identity factors may have advantaged and/or disadvantaged you. Consider how your organizational culture and priorities impact your perspective, approach and work on the issue. Use qualitative and quantitative data to challenge your assumptions. Consider smaller studies and academic research, especially in the absence of data on marginalized communities. Consider your past experiences, and how you have reacted when feeling disadvantaged. 	<ul style="list-style-type: none"> Identify the groups you may have overlooked and consider their multiple identity factors. Identify which groups have been newly affected. Remember that identity factors are not compartmentalized and they can intersect to create differential impact (e.g. refugees with trauma, Francophone seniors). Work with other federal government organizations when applicable, especially when there are intersecting government priorities and initiatives. Determine the types of disaggregated⁷ data that are available, and identify information and data gaps. Identify relevant issues that have been left out of the discussion, and address them. 	<ul style="list-style-type: none"> Reflect on your data sources (e.g. Are they evidence-based?). Identify why this particular group is vulnerable (e.g. historical context, is this an on-going or emerging issue?). Consider which environmental factors may be contributing to the issue. Determine how should conditions impacting identity factors be accounted for and addressed. Identify how and where the conditions intersect. 	<ul style="list-style-type: none"> Determine the scope of the initiative. Identify policies and frameworks that label groups as inherently marginalized and/or vulnerable. Identify additional measures that should be considered and implemented to address the gaps and identify how these measures relate to your initiative. Utilize existing processes (e.g. GBA+ and the Gender Results Framework). Work with organizations that are working on the same issue. 	<ul style="list-style-type: none"> Create a “safe space” to engage the audience (e.g. recognize that you may be an outsider) and identify their needs (e.g. accepting and validating their lived experiences). Scan media sources and ensure their legitimacy and accuracy. Engage with and/or co-develop with grassroots organizations, think tanks and scientific/expert communities to identify intended and unintended impacts of the initiative. Determine how to ensure full inclusion of impacted groups in identifying issues, impacts and solutions. Consider how participants are identified and ensure diversity in the target audience. 	

¹ See GBA+ online course, *Introduction to GBA+*, for an in-depth explanation of intersectionality

² Unearned power, benefits, advantages, access and/or opportunities that exist for members of the dominant group(s) in society. Can also refer to the relative privilege of one group compared to another. (Source: Ontario Human Rights Commission)

³ Positions of power may include power over others, or power with others

⁴ Global and national-level institutions and policies

⁵ Provincial and regional-level institutions and policies

⁶ Community-level, grassroots institutions and policies and the individual/s self

⁷ Disaggregated data refers to data broken down by age, race, ethnicity, income, education, etc.

Attachment 1: BC Arts Council – Summary of Guideline Changes re. Respectful Workplaces

- 1) Signed Declaration on Application Form to include provisions to provide safe workplace and adhere to all relevant legal obligations.

DECLARATION	
Submitting Officer	<input type="checkbox"/> President <input type="checkbox"/> Board Chair
_____	_____
(print name)	(print name)

(print title)	
In submitting this application, we the undersigned hereby declare that:	
a. the applicant meets all of the criteria of fundamental eligibility for this program;	
b. this application has been approved by the board of directors of the society;	
c. to the best of our knowledge and belief the information provided in this application is complete and true in every respect;	
d. the society has complied with all requirements of the Criminal Records Review Act (R.S.B.C. 1996 c.86) and the Society Act (S.B.C. 2015 c.18) in every respect applicable to the society;	
e. the society abides by all applicable municipal, provincial or territorial employment legislation, including but not limited to that relating to employment standards, occupational health and safety, and human rights;	
f. the society is committed to providing safe and respectful working conditions and to fostering a workplace free from discrimination, harassment and sexual misconduct;	
g. any personal information submitted with this application has been done so with authorization from the individual(s) concerned;	
<i>The information on this application is collected in accordance with Section 26(c) of the Freedom of Information and Protection of Privacy Act and will be used for the following purposes: tracking and distributing funding, program evaluation and development, communication and outreach.</i>	
If you have questions about the collection, use, or disclosure of personal information please contact: Director, BC Arts Council, 800 Johnson Street, Victoria, BC, V8W 9W3 Phone: (778) 698-3533	
_____	_____
Signature of Submitting Officer	Signature of President / Board Chair
_____	_____
Date signed	Date signed

- 2) Conditions for Payment of Awards to include:

- Failure to comply with legal obligations.
- Significant risk of insolvency or bankruptcy.
- Failure to respect the commitment to provide a workplace free from harassment, discrimination and sexual misconduct

And requirements to report major changes, including:

- major changes to proposed activities;
- changes in legal status, ownership, corporate structure, name, or mandate; danger of insolvency, bankruptcy, or credit protection;
- legal proceedings that pose a financial or reputational risk.

PAYMENT OF AWARDS

All payments of grant monies to the grant recipient are subject to an authorizing appropriation under the Financial Administration Act.

Grant recipients must promptly inform the BC Arts Council of substantive changes to the organization, including:

- Significant shifts in structure, staffing or activities
- Major changes to proposed activities;
- Changes in legal status, ownership, corporate structure, name, or mandate;
- Danger of insolvency, bankruptcy, or credit protection;
- Legal proceedings that pose a financial or reputational risk.

The British Columbia Arts Council reserves the right to redistribute, delay or suspend payments if the organization:

- Does not carry out its planned program of activities.
- Undergoes major changes in artistic or administrative direction.
- Does not meet its obligations as a grant recipient, including submission of final reports to the Council.
- Fails to comply with legal obligations.
- Demonstrates significant risk of insolvency or bankruptcy.
- Fails to respect the commitment to provide a safe and respectful workplace free from harassment, discrimination and sexual misconduct.

Advisory Committees and/or Council staff may also require organizations to provide additional information on an annual basis based on specific criteria or eligibility or policy concerns. In those cases, grants may be conditional or subject to adjustment based on these Payment of Awards guidelines, based on the information submitted, the recommendation of the peer review committee, and approval by Council.

- 3) Adapt written statement from Board chair to include specific questions on governance and workplace safety.

Part 4: Organizational Capacity (25%):

The Advisory Committee will assess the organization's management, leadership and human resources, including policies, planning and governance, as they contribute to the sustainability, resilience, and capacity of the organization.

Numbers 1-3 to be answered by the Executive Director or equivalent, identified at the top of the section.

1. *Outline the organization's current financial position, addressing any existing or projected deficit or surplus, plans regarding the elimination of debt, or the intended use of surpluses and/or reserved funds).*
2. *Provide concise descriptions of up to three factors that influence your organization's current capacity and sustainability.*
3. *Provide concise descriptions of the major challenges or opportunities your organization anticipates facing within the next three years, along with the solutions and steps under consideration to address them .*

Number 4 to be answered by the Board Chair or equivalent, identified at the top of the section.

4. *What is the role of the board in fostering a healthy, sustainable workplace and organization that is well-positioned to support its membership? Provide up to three examples of its active role in supporting the organization's artistic and organizational development*

4) Adapt assessment criteria to include provision of safe and respectful working conditions.

ORGANIZATIONAL CAPACITY (25%)

The Advisory Committee will assess the organization's management, leadership and human resources, including policies, planning and governance, as they contribute to the sustainability, resilience, and capacity of the organization.

The Advisory Committee may consider the following:

- The achievability of proposed service delivery plans, based on organizational capacity.
- The internal and external factors contributing to the organization's current and potential capacity across all areas, including programming and service, communication, membership development, marketing, fund development, financial management, engagement, human resources and governance.
- Analysis of current financial position, including appropriate working capital ratio and management of surplus or deficit situations, and reserve and/or restricted funds.
- Presentation of realistic budget assumptions and projections, with a diversified revenue base including earned revenues, federal and local government support and private fundraising.
- Opportunities for professional development for staff and the board of directors.
- Quality of staff and employee recruitment, tenure and succession planning.
- Level of volunteer activity, including number of volunteers and their function, as it serves the artistic/curatorial vision and community engagement objectives.
- Structure, level of activity and function of the board as it serves the mandate, mission and core values, including board tenure, self-assessment initiatives and quality of recruitment and succession planning.
- Governance practices and policies.
- Level of professional fees and other compensation for staff, contractors and employees, including culturally appropriate support.
- The quality of working conditions for employees, volunteers and others involved in the organization and/or its activities, including measures taken to create and maintain a safe work environment that is free of harassment and discrimination and promote cultural safety.

- 5) Changes to the Charge to the Advisory Committee/Jury and Guide for Assessors to equip Program Officers and adjudicators.

From Guide for Assessors:

SAFE & RESPECTFUL WORKPLACES



The BC Arts Council, like other arts funding agencies and cultural organizations across the country and around the world, is committed to its role in promoting safe and respectful workplaces within the organizations and projects it funds. We continue to actively research best practices in collaboration with communities on this evolving issue. If you feel that there is a concern regarding an applicant's ability to provide a safe and respectful workplace, and you are comfortable sharing, we ask that you discuss this with the program officer prior to the meeting. All information shared will be kept confidential. You and the program officer can further discuss whether or not the information should be brought to the attention of the other jurors during the assessment process. We will not, in any circumstance, share this information with other individuals or organizations without your permission, including other jurors, assessors, corporations or individuals, except when applicable by law.

Only substantiated claims can be discussed as part of the assessment process. However, substantiated does not necessarily mean proven. For example, an allegation that has been made public in the media and where there are identified accusers, could reasonably be considered substantiated.

Unsubstantiated claims include third party information and anonymous accusations (even if they have been made public or shared via social media). Bringing forward claims during the jury process that are speculative or unsubstantiated poses the risk of compromising the integrity of the Council committee process.

The BC Arts Council will determine whether the concern is relevant to the assessment criteria, if it is substantiated, and can be brought forward for consideration. If you feel that you are not able to evaluate the application fairly against the assessment criteria, you should declare a conflict of interest. Again, this can be discussed in confidentiality with the program officer prior to the meeting. We hope to identify any concerns in the early stages of the jury process in order to effectively take action or next steps that will ensure we are maintaining a safe and respectful workplace for everyone.



- 6) Requirement to provide HR policies outlining how the organization fosters workplace safety and eliminates harassment.

Operating Assistance – Arts and Cultural Service Organizations
Application Checklist

It is the applicant's responsibility to ensure applications are complete and all application requirements are included. The BC Arts Council will not contact applicants to address errors in applications or missing application requirements, including support material, other than that required to determine eligibility. Eligible applications and any supporting material will be assessed as they have been submitted.

Application packages must be assembled in the order listed below.

The application should be printed single-sided, on standard letter-sized white paper and submitted unbound and without staples.

- ☐ A signed, completed Operating Assistance – Arts and Cultural Service Organizations application form, including CADAC ID number.
- ☐ A written statement, responding to all questions on pages 2-3, of no more than 12 pages, including a 2 page Organizational Profile (Part 1).
- ☐ A list of the organization's current board of directors or governing body, including their occupations and start dates.
- ☐ A list of administrative and artistic or significant contractors, giving name and title or responsibility (include if permanent/seasonal and full-time/part-time).
- ☐ A completed SUMMARY OF MAJOR ACTIVITIES AND PROGRAMS (pgs. 5, 6 & 7) for current year and for the proposed years.
- ☐ Two copies of your organization's most recent Financial Statements (*see Guidelines*).
- ☐ Six copies each of the most recent membership publication(s).
- ☐ One copy of any current planning documents, if not previously submitted.
- ☐ One copy of any current organizational policy documents, such as human resource policies, if not previously submitted.
- ☐ A completed Application Checklist.

Also ensure that:

- ☐ All required financial and statistical information has been entered and uploaded to CADAC for reconciliation and validation.



Request for Information (RFI)

Number: **RFI19-BCAC-002**

The Ministry of Tourism, Arts and Culture is requesting information from interested parties for the supply of an Equity Consultant for up to 12 months. This RFI is intended to gather information that could assist the Province in the development of a future procurement process. In the event that sufficient information is received, the Ministry may, but is not obligated to, initiate a competitive bidding opportunity.

The Ministry of Tourism, Arts and Culture brings together tourism, sport, arts, culture and multiculturalism programs and services to ensure that the people of British Columbia have the opportunity to reach their full potential. This structure contributes to B.C.'s tourism and creative sectors, prioritizes opportunities for participation in sport and the arts and supports and promotes an inclusive society for all B.C.'s diverse cultures and groups.

The Ministry oversees five Crown corporations including Destination BC, the BC Pavilion Corporation, the Royal BC Museum, the Knowledge Network and the BC Games Society. The Ministry also provides oversight to the Office of the BC Athletic Commissioner. The Ministry works with the BC Arts Council to support cultural and artistic diversity in the province and with viaSport to engage and unify British Columbians through the power of sport.

The Ministry of Tourism, Arts and Culture current mandate includes increasing investment to both the BC Arts Council and Creative BC, establishing an arts infrastructure fund, ensuring that B.C. film and TV makers get their fair share of federal investments and working with the Minister of Finance to expand B.C.'s film labour tax credit to include B.C. writers.

BRIEF BACKGROUND STATEMENT

The overarching purpose of the British Columbia Arts Council (BCAC) branch of the Ministry of Tourism, Arts and Culture is to support BC's arts and culture sector through grant funding, research, policy development, programming, partnerships, and outreach. BCAC was established in 1995 under the Arts Council Act. It is comprised of a 15-member appointed Council and a secretariat of ministry staff. BCAC's primary function has been to develop and administer funding programs, including a peer review adjudication process, and distribute grant funding allocated by the Legislature through annual appropriation. Grants go to individual artists and arts and culture organizations to support the creation, distribution, presentation and access of arts throughout the province, including performing and visual arts, museums, literature and publishing, media arts and community arts and festivals. BCAC delivers over 30 different granting programs each year, processing more than 3,000 applications from BC-based individuals and organizations.

The Ministry is looking to support the BC Arts Council in the implementation of its strategic plan, *New Foundations, 2018-22*. One of the four strategic directions the plan is **Equity, Diversity, and Access**, which includes four proposed actions:

- strengthen engagement with historically underserved groups through increased outreach and communication efforts;
- collaborate to discover new and improved ways that programs can be made more accessible and relevant, through both application and assessment processes;
- review and improve organizational policies and procedures through an equity lens;
- develop both dedicated and integrated funding strategies to better serve historically underfunded groups.

The implementation of this strategic direction is focused on activating these commitments. The Equity Consultant will provide support to this aspect of the implementation plan, which may also intersect with other directions and actions contained in the strategic plan.

OBJECTIVES OF THE PROGRAM OR BUSINESS AREA

An Equity Consultant will be contracted to work with senior staff to lead processes and gather information necessary for the creation of an equity framework for the BC Arts Council, including:

- conduct an equity audit of BC Arts Council programs and staff structure;
- develop and deliver arts equity consultations, including a provincial convening;
- identify and lead staff education and learning opportunities;
- begin the process of identification and development of programmatic and policy responses to Equity, Diversity and Access;
- begin the process of identifying organizational/structural requirements needed to address the strategic direction of Equity, Diversity and Access;
- assess the need for Equity Advisory and any ongoing support for BCAC members.

The Equity Consultant would lead the process of synthesizing this information into an equity framework, which, in turn, would provide an identification of priorities and a foundation for the development of:

- an equity policy for the BC Arts Council;
- a full equity implementation plan including desired outcomes, performance measures, and timelines;
- communications and outreach plan related to Equity, Diversity, and Access needs;
- recommendations for programmatic and funding responses;
- recommendations for staff and organizational structural responses.

OVERVIEW OF THE CURRENT PROGRAM OR BUSINESS ENVIRONMENT

The BCAC is currently looking to advance its engagement and commitment to principles of equity, diversity, and access.

BCAC has a long-standing partnership with the First Peoples' Cultural Council to deliver funding specifically for the support of Indigenous arts and culture as developed by Indigenous artists and Indigenous-led organizations. A working group composed of BCAC staff has been researching best practices for equity, diversity, and access. Staff working on policy at the Ministry of Tourism, Arts & Culture are required to complete Gender-Based Analysis (GBA+) training. BCAC staff regularly attend anti-racism workshops and webinars as well as other equity-focused educational initiatives.

PURPOSES AND REQUIREMENTS

The purpose of issuing this RFI is to:

- a) determine the level of market interest in providing equity consultation related to the arts and arts funding;
- b) obtain information on the equity consultancy sector;
- c) obtain high-level cost estimates for budget purposes.

Interested parties are invited to respond to this RFI by submitting a response to the Province. Responses should include ideas, information and recommendations that could result in a clarification of the requirements, and the identification of potential problem areas with this initiative.

Respondents are requested to provide a concise and focused response to this RFI. Responses are requested in the following format [E.G.]:

- a) brief company or individual profile;
- b) name of a key contact person, including telephone number and email address;
- c) information, advice and recommendations organized as requested in this RFI;
- d) identification and discussion of key factors that the respondent recommends the Province consider when establishing its future business requirements;

- e) high-level cost estimates for budget purposes and,
- f) other required information specific to the nature of this RFI and deemed important by the respondent.

Responses should include:

- a) examples showing experience equity consultation with public or non-profit sector;
- b) examples showing experience in convening equity-seeking groups through event planning;
- c) examples demonstrating contribution to equity policies;
- d) work plan for a one-year timeline to achieve program objectives

Respondents are specifically requested not to submit price proposals (other than high-level cost estimates for budget purposes) or information about the qualifications or experience of their firm or individuals in their firm. This RFI will not be used to evaluate or rank potential vendors, if a competitive process occurs as a result of this RFI. Responses could be used in order to make direct invitations to vendors who reply to this RFI. Preference may be given to consultants who self-identify with at least one equity-seeking community (Indigenous, person of colour, disabled, LGBTQ2S+).

If subsequent competitive bidding opportunities are issued, the Ministry is under no obligation to advise any vendor responding to this RFI. Vendors are advised to monitor the BC Bid website (www.bcbid.ca) for any such opportunities, which will be open to all vendors regardless of whether or not a response to this RFI has been submitted.

All responses to this RFI become the property of the Province and will be held in confidence, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. Respondents to this RFI consent to the Province incorporating any submitted ideas, concepts, approaches, or strategies into any planning, design, procurement, or contractual activities related to any aspect of the project without any obligation, liability, or consideration on the part of the Province. The Province will not be responsible for any costs incurred by any vendor in responding to this RFI.

Responses should be **emailed** to the following address before **2:00 p.m.** Pacific Time on **February 1, 2019**, and should quote RFI Number RFI19-BCAC-002:

Contact Person:

XXX

Ministry of Tourism, Arts & Culture



Information Note Advice to the Council

Date: January 14, 2019

Issue: Proposed equity consultant to support the BC Arts Council's strategic plan

Background/Facts:

- The BCAC's strategic plan, *New Foundations 2018-22*, makes a commitment to *Equity, Diversity and Access* "through collaboration and co-creation with underserved communities".
- The actions identified in the strategic plan related to *Equity, Diversity and Access* are:
 - strengthen engagement with historically underserved groups through increased outreach and communication efforts;
 - collaborate to discover new and improved ways that programs can be made more accessible and relevant through both application and assessment processes;
 - review and improve organizational policies and procedures through an equity lens; and
 - develop both dedicated and integrated funding strategies to better serve historically underfunded groups.
- The Province is committed to Gender-Based Analysis (GBA+) to understand how programs and policies impact people in differing ways according to identity factors, such as; sex, gender, ethnicity, disability, LGBTQ2S+ and age.
- As well, TAC is developing a cross-divisional approach to embedding equity policies through Safe and Respectful Workplaces including within the organizations it funds.
 - The BC Arts Council (BCAC) has developed new program guidelines in this area. (See Attachment 1: BCAC – Summary of Guideline Changes re. Respectful Workplaces).
- s.13

Analysis:

- The creation of an equity framework for the BCAC is a critical first step to meet the *Equity, Diversity and Access* objectives of the strategic plan.
- In order to undertake this work appropriately, the branch requires expertise in the field of arts equity.
 - It is expected that a contracted Equity Consultant would:
 - Provide a cost-effective, timely and appropriate approach to accelerating progress on *Equity, Diversity and Access* action items;
 - Contribute valuable analysis about how BCAC equity priorities connect to GBA+ policy initiatives and the growing issue of Safe & Respectful Workplaces in arts and cultural organizations;
 - Support BCAC's contribution to TAC's ministry-wide working group addressing Safe & Respectful Workplaces within granting programs;
 - Uphold the commitment to consultation, collaboration and co-creation embedded in the BCAC strategic plan.
 - A proposed Request for Information (RFI) process is expected to reveal the scope of the arts equity field, canvas market expertise and obtain high-level budget estimates from possible proponents.

- The results of the RFI may indicate that work with the Equity Consultant should continue into FY 2019/20; therefore, planning is underway to consider potential implications on next fiscal's budget.

Next Steps:

- Seek approval from the BC Arts Council Board for the proposed approach.
- Post RFI (Attachment 2: DRAFT RFI for Equity Consultant) on BC Bid for an Equity Consultant.
- Assess the feasibility and scope of the BCAC equity work plan, according to the information acquired through the RFI process.
- Evaluate responses from RFI and determine whether to post an RFP or to extend direct invitation to three potential proponents.

Committee Recommendations (if applicable):

- [Committee to comment or provide motion if required]

Attachment(s): Attachment 1: BCAC - Summary of Guideline Changes re. Respectful Workplaces (pdf)
Attachment 2: DRAFT RFI for Equity Consultant (pdf)

Contact: Brian Jonker, Executive Director, (250) 217-3991

Page 029 to/à Page 031

Withheld pursuant to/removed as

s.13;s.17



Information Note Advice to the Council

Date: January 14, 2019

Issue: Iterative framework for revising Operating Assistance, Project Assistance and Individual Arts Awards programs

Background:

- The BCAC's strategic plan, *New Foundations 2018-22*, makes a commitment under the *Sustainability and Creative Development* strategic direction to support base level funding and increase support for professional and organizational capacity building.
- Additionally, the strategic plan commits to, in consultation with the sector, reviewing of all council policies and programs under each strategic direction as part of its initial implementation efforts.
- Staff have started consultations with adjudication committees and have heard support and suggestions for revising program eligibility and assessment criteria to align with the new plan.
- Operating Assistance, Project Assistance and Individual Arts Awards programs make up more than 60% of the BCAC's annual funding, and will be reviewed first to align with strategic plan.
- Project Assistance and Individual Arts Awards are offered annually and are only one-time grants.
- The Operating Assistance programs offer organizations multi-year funding to support sustainability and predictability. Operating intakes run on staggered funding cycles of two and three years.
 - However, due to the multi-year funding model and a stable BCAC budget, many organizations have not been able to request or receive an increase to their operating grant since 2014.
- s.13
-
- By March 2019, the Ministry intends to contract an Equity Consultant to support actions around *Equity, Diversity and Access* including an audit of assessment criteria for grant programs.
- Under normal circumstances, program guidelines are posted six weeks before a deadline but when there are significant program revisions, such as changes to assessment, more lead time is required.

Discussion:

- Changes to program eligibility and assessment criteria to align with the directions of the strategic plan are foundational to the plan's implementation and the allocation of new funding.
- BCAC will have time to develop and communicate upcoming changes to Operating Assistance, Project Assistance and Individual Arts Awards programs for intakes taking place in Fall 2019.
- s.13
-

s.13

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- Increases to bring clients to \$20K per year or to implement 2017/18 recommendations will be applicable and new applicants will be accepted.
- The proposed iterative approach will:
 - allow for further sector consultation and collaboration as outlined in the strategic plan;
 - offer more time to build a communication and outreach plan around upcoming changes;
 - show progress on strategic plan's initial commitments for implementation; and
 - meet expectations of the sector regarding both the strategic plan and mandated funding lift.

Next Steps:

- Adopt an iterative approach to revise Operating Assistance programs during FY 2019/20.
- Revise Project Assistance and Individual Arts Awards programs for all intakes in FY 2019/20.
- Build communication and outreach plan around upcoming changes.

Committee Recommendations (if applicable):

- [Committee to comment, or provide motion if required]

Attachment(s): Attachment 1: Summary of Proposed Iterative Program Revision – 2019/20

Contact: Brian Jonker, Executive Director, (250) 217-3991

Attachment 1: Summary of Proposed Iterative Program Revision – 2018/19

Operating Assistance

- For Programs with a March 15 Deadline:
 - *Performing Arts* (Theatre, Music, Dance) programs will run on an annual basis (no extended cycle options), with minor adjustments to program eligibility and assessment based on consultation to date.
 - New applicants will be eligible.
 - Funding increases to bring clients to \$20K per year or to implement 2017/18 recommendations will be applicable.
 - The program guidelines will undergo a full review before the intake in March 2020 where these organizations will apply for multi-year funding.
- *Arts Periodicals* and *Professional Arts Training Organizations* programs are on Year 2 of their respective two- and three-year cycles and will run as normal for an interim year.
- s.13

- For Programs with a September 30 Deadline:
 - *Media Arts, Visual Arts, Community Arts Organizations, Professional Arts Festivals* and *Public Museums* are in an intake year. Guidelines will receive significant revision to be brought into alignment with the new strategic plan.
 - *Book Publishing* and *Arts and Cultural Service Organizations* are on Year 2 of their two-year cycles and will run as normal for an interim year.

Project Assistance and Individual Arts Awards

- Based on consultation to date, in FY 2019/20 all *Project Assistance* and *Individual Arts Awards* program guidelines will receive revisions to bring assessment criteria and eligibility into alignment with the new strategic plan.
- However, once the equity audit and further consultation has been completed, these guidelines may require further revision to be in place for FY 2020/21 intakes.

From: Reid, Kimberley TAC:EX on behalf of BC Arts Council Secretariat TAC:EX
To: s.22 ; Jane Brindley; s.22, Jonker, Brian TAC:EX; Lindsay@iblc.co;
s.22 ; N.Armour@australiacouncil.gov.au; ad.ceo@balletkelowna.ca;
s.22 s.22 ; gigglingiguanaprods@shaw.ca;
s.22
s.22 Phillip Djwa; Reid, Kimberley TAC:EX
Subject: BC Arts Council Board Meeting
Start: Monday, January 28, 2019 8:30:00 AM
End: Monday, January 28, 2019 5:00:00 PM
Location: The Abstract Gallery - The Listel Hotel - 1300 Robson St. Vancouver

Hello Everyone,

We look forward to seeing many of you in a couple of weeks. As well, thank you to those that have already let us know you are unable to attend. We will see you next time!

Meeting materials and information about site visits and dinner plans on Sunday, January 27th are forthcoming however, please find the general meeting information below.

The Abstract Gallery - The Listel Hotel - 1300 Robson St. Vancouver

8:30 am Continental Breakfast & Coffee/Tea (provided)

9:00 am – 5:00 pm Board Meeting (Lunch provided)

From: [Susan Jackson](#)
To: [Reid, Kimberley TAC:EX](#)
Cc: [Avison, Claire TAC:EX](#); [Jonker, Brian TAC:EX](#); [Pauline Nocente](#); [Derral Moriyama](#); [Jane Brindley](#)
Subject: Re: Executive Meeting
Date: Friday, January 4, 2019 3:37:37 PM

Hi Kim,

Happy 2019 to you as well and thanks for forwarding the minutes.

I do have one amendment to the Nov. 23rd minutes on p.2 Review of Board R & R re: subcommittees. "Have TORs, but committees are mostly inactive" is not quite accurate. Our Executive, Governance and Program committees are very active and the Strategic Planning committee was highly engaged up until the launch of the Plan in July 2018. Due to new board membership and changes in committee chairs, some of the other committees have been more ad hoc. Given the new board members, new strategic plan and changes in secretariat staffing, now is a good time to review committee TORs, composition and purpose/role going forward.

One of the ideas put forward for the January board meeting is to allocate time for "break out" meetings for each of the committees to review their TOR and role/purpose etc. This would be in lieu of committee reports, other than Programs. We can discuss at the Exec meeting on Tuesday.

For the meeting next week, in addition to discussing the January Board meeting agenda, I would like to add the following items:

- Role of ADM on Board - I've had some questions/feedback on this from Board members so it would be helpful to clarify
- BCAC (Executive) Director Recruitment - timeline & Board role
- s.22 email - update on response
- Strategic Plan Implementation plan - update from secretariat and process for board input/engagement
- Proposed review of Board Bylaws and Charter - discuss process
- Communique to stakeholders - timing and content
- 2019 "Annual Plan" - we discussed developing an annual critical path or timeline for the year

Thanks and look forward to the meeting on Tuesday.

Susan

On 2019-01-02, at 4:28 PM, "Reid, Kimberley TAC:EX" <Kimberley.Reid@gov.bc.ca> wrote:

Hi Susan,
Happy New Year!

Please find the minutes attached for both November 23rd and December 7th.
We do not have minutes from the pre-brief on December 6th. However, if my memory serves, we used the time to share what we intended to discuss for each agenda item at the December 7th meeting.

I will reschedule the meeting to an hour, not a problem!
Thanks, and let me know if you have questions about the minutes.
Talk soon,
Kim

From: Susan Jackson [mailto:s.22]
Sent: Wednesday, January 2, 2019 2:30 PM
To: Reid, Kimberley TAC:EX
Cc: Avison, Claire TAC:EX; Jonker, Brian TAC:EX; Pauline Nocente; Derral Moriyama; Jane Brindley
Subject: Re: Executive Meeting

Thanks Kim.

Prior to the meeting on January 8th can you please send the minutes from the following meetings:

- November 23rd Exec meeting
- December 6th Exec meeting
- December 7th Board conference call

Also I think it would be best to book an hour for the meeting on the 8th e.g. 12-1pm just in case we need the time.

Regards,

Susan

On 2018-12-31, at 1:17 PM, "Reid, Kimberley TAC:EX"

<Kimberley.Reid@gov.bc.ca> wrote:

We would like to meet to go over the January Board Meeting agenda.
s.15,s.17

Thanks so much!

From: Reid, Kimberley TAC:EX
To: [Susan Jackson](#); ["Jane Brindley"](#); [Jonker, Brian TAC:EX](#)
Subject: Follow Up Call - Susan, Jane, Brian and Kim
Start: Wednesday, January 16, 2019 10:30:00 AM
End: Wednesday, January 16, 2019 11:00:00 AM
Location: Online Meeting

Call in phone number below.

s.15,s.17

.....

From: Reid, Kimberley TAC:EX
To: "Jane Brindley"
Subject: 2 1 2 2 1 7
Date: Wednesday, January 16, 2019 10:10:00 AM
Attachments: Prog Cttee IN Jan2019 s 1 2 s 1 7

Hi Jane,

Here you go!

Kim

Kim Reid

A/Executive Director, BC Arts Council | Ministry of Tourism, Arts & Culture
p. 778.698.8255
c. 250.508.8932

Page 040

Withheld pursuant to/removed as

DUPLICATE

From: Reid, Kimberley TAC:EX on behalf of BC Arts Council Secretariat TAC:EX
To: "Susan Jackson"; Jane Brindley; "Norman Armour"; "Lindsay@lbc.co"; "Maniot Bains"; "gigglingiguanaprods@shaw.ca"; "phillip@agentic.ca"; s.22
Cc: s.22; Cowden, Samantha TAC:EX; Jonker, Brian TAC:EX; s.22; "Pat Henman"; s.22; "ad.ceo@balletkelowna.ca"
Subject: January 28th Board Meeting - Materials now available on Sharepoint
Date: Tuesday, January 22, 2019 7:01:00 PM

Hello Council Members,

We are looking forward to our meeting next Monday.

The materials for the upcoming meeting have now been uploaded to the new [BCAC Sharepoint site](#). Moving forward we will use the site for all meeting materials but also to share related information and to house documents that you may need to reference from time to time (e.g. bylaws).

s.15

A few things of note:

- A binder with the necessary meeting materials will be provided to you on Monday. There is no need to print the materials yourself.
- Folder 7 on the Sharepoint is currently empty. We will upload the related material soon and send a notification email stating it has been posted.
- There is a link like this - "[\(More Documents...\)](#)" - in each folder on the Sharepoint. Please know there are no further documents and we are striving to have this removed.

If you have difficulty accessing the site or have further questions, we are happy to help. Please connect with us via return email or give Samantha a call at 778 974-3044.

Thanks,
BC Arts Council Secretariat

Reid, Kimberley TAC:EX

From: Susan Jackson S:22, jacksons@shaw.ca
Sent: Thursday, December 20, 2018 12:39 PM
To: Jonker, Brian TAC:EX; Reid, Kimberley TAC:EX
Cc: Jane Brindley
Subject: Phone call today

Hi Brian - would you and Kim be available for a 15 min. chat with Jane and me either before or after the Programs meeting today?

Please let us know what would work for you.

Thanks,
Susan

Reid, Kimberley TAC:EX

From: Susan Jackson s.22
Sent: Friday, January 4, 2019 12:45 PM
To: Jonker, Brian TAC:EX
Cc: Reid, Kimberley TAC:EX
Subject: BCAC Board terms document

Hi Brian,

Happy new year and I hope you had a nice break over the holidays.

I'm hoping you or Kim can please send me the most up to date BCAC "board terms" document? I have older hard copies but nothing current on file that includes the 2017 and 2018 appointments. The document is a spreadsheet that lists name, OIC appointment date, current term, term maximum etc.

Also if you have any update from CABRO on Pauline Nocente's re-appointment that would be great.

Thanks,
Susan

Reid, Kimberley TAC:EX

From: Susan Jackson 8 22
Sent: Thursday, January 24, 2019 9:44 AM
To: Jonker, Brian TAC:EX
Subject: Budget & Exec meeting

Hi Brian,

Thanks for the meeting yesterday and for all the prep work you and Kim have been doing for the upcoming board meeting.

One item that I meant to bring forward with you is the communications plan and preparation in advance of the government's budget announcement February 19th.

As you are aware, there are high expectations in the community for the BCAC, and there needs to be a plan to address questions from the community and likely the media as well, regardless of the budget outcome.

Can you let me know your thoughts on this and when we can discuss.

Also - I would like to get an Exec meeting (conf call) in the calendar prior to Feb. 19. I have availability Monday 12th (flexible all day) and Tuesday 13th (up to 1:30pm). Please let me know what works for you and Kim and then we can propose a couple of options to Jane, Pauline and Derral.

Susan

Reid, Kimberley TAC:EX

From: Susan Jackson s.22
Sent: Tuesday, January 29, 2019 1:31 PM
To: Jonker, Brian TAC:EX
Subject: Fwd: Gilakas'la

Hi Brian - as I mentioned, Corrine Hunt has submitted her resignation from the board via email. Please see below.

I would like to set up a phone call with you this week to discuss some follow up from the board meeting and prior to the conference call to complete the board motions. I have flexibility tomorrow or Thursday between 2-5. Please let me know what might work for you.

Regards,
Susan

Begin forwarded message:

From: corrine hunt <s.22_____
Subject: Gilakas'la
Date: 27 January, 2019 11:00:57 AM PST
To: Susan Jackson 's.22_____

Susan,
s.22

Olaka iku da nala
Corrine
--
corrine hunt
olaka ikux da nala - it is a good day
778-384-5962

Reid, Kimberley TAC:EX

From: Susan Jackson s.22
Sent: Tuesday, January 22, 2019 9:31 AM
To: Jonker, Brian TAC:EX
Cc: Reid, Kimberley TAC:EX
Subject: Re: Agenda's and note to board for materials access

Hi Brian,

Re Agenda:

- Items missing: New Business (10 min.) & Fall Regional Meeting location discussion (10 min.). I see the meeting currently ends at 4:30pm so we should be able to add these items.
- Subcommittees - please list all committees

Executive

Communications

Finance

Governance

Indigenous Engagement

Strategic Planning Implementation

- I will be putting forward a motion under Executive Committee to amend the ToR to add the Finance Chair as a member of the Committee. Please add this to the Full agenda.
- I believe In Camera normally goes after Adjournment.

Your note below is clear however I was unable to log in. I used:

s.15

Can you please advise. I've set aside time this morning to review the materials on the site so I'm hoping you can get back to me on this right away.

Thanks,
Susan

On 2019-01-21, at 6:31 PM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

Hi Susan,

As promised, please find the word version of both short and full agenda attached for your comments.

As well, below is the email we intend to send to the Board re: the materials. Wonder if we could have you test run this and let us know if we can add anything to the note to make it easier to get on the site. The rest of the materials are also uploaded for your convenience.

Once we hear back from you, we will send the materials to the full Board tomorrow morning.

Thanks,

Brian

Hello Council Members,

We are looking forward to our meeting next Monday.

The materials for the meeting have now been uploaded to the new [BCAC Sharepoint site](#). Moving forward we will use the site for all meeting materials but also to share related information and to house documents that you will need to reference from time to time (e.g. bylaws).

s.15

~~BCAC Sharepoint site~~
If you have difficulty accessing the site, we are happy to help.

Reid, Kimberley TAC:EX

From: Susan Jackson s.22
Sent: Tuesday, January 22, 2019 10:45 AM
To: Jonker, Brian TAC:EX
Subject: Re: Agenda's and note to board for materials access

Hi Brian - unfortunately I am still unable to log onto the Sharepoint site.
Can you let me know when this is fixed.
Thanks,
Susan

On 2019-01-22, at 9:17 AM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

Hi Susan,
Let me know if you have questions, we have prepared communications to the board but will hold until you give the go ahead.

From: Jonker, Brian TAC:EX
Sent: Monday, January 21, 2019 6:31 PM
To: Susan Jackson s.22
Subject: Agenda's and note to board for materials access

Hi Susan,
As promised, please find the word version of both short and full agenda attached for your comments.
As well, below is the email we intend to send to the Board re: the materials. Wonder if we could have you test run this and let us know if we can add anything to the note to make it easier to get on the site. The rest of the materials are also uploaded for your convenience.
Once we hear back from you, we will send the materials to the full Board tomorrow morning.
Thanks,
Brian
Hello Council Members,
We are looking forward to our meeting next Monday.
The materials for the meeting have now been uploaded to the new [BCAC Sharepoint site](#). Moving forward we will use the site for all meeting materials but also to share related information and to house documents that you will need to reference from time to time (e.g. bylaws).

s.15

If you have difficulty accessing the site, we are happy to help.

Reid, Kimberley TAC:EX

From: Susan Jackson s.22 >
Sent: Tuesday, January 22, 2019 11:36 AM
To: Jonker, Brian TAC:EX
Subject: Re: Agenda's and note to board for materials access

Hi Brian,

I was able to log in with the new password. I've not had a chance to review all the documents but can see they have been uploaded.

Re the agenda:

- the Program committee is considered a subcommittee and would normally just be included with the reports from all the subcommittees. Not sure why you have separated it out however we can leave for now.
- where do you propose we have a discussion on the fall regional meeting?

Note:

- when I click on "more documents" on any part of the site an "error access denied" comes up and I get bounced from the site
- there is nothing posted under Strategic Plan implementation
- the bylaws, act and charter are posted under "Sub committees" - not sure why(?)
- if you are preparing a hard copy meeting binder for each board member please indicate this in your note so that members know to not print any of the materials

Thanks,
Susan

On 2019-01-22, at 11:02 AM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

>
> Please try SharePoint again s.22
>
> s.15
>
> Brian Jonker
> Executive Director
> Corporate Initiatives and Strategic Policy Ministry of Tourism, Arts
> and Culture
> 250 217-3991
>

> On Jan 22, 2019, at 10:44 AM, Susan Jackson s.22 >> wrote:

>
> Hi Brian - unfortunately I am still unable to log onto the Sharepoint site.
> Can you let me know when this is fixed.
> Thanks,
> Susan
>

> On 2019-01-22, at 9:17 AM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca<<mailto:Brian.Jonker@gov.bc.ca>>> wrote:

>
> Hi Susan,

>
> Let me know if you have questions, we have prepared communications to the board but will hold until you give the go ahead.
>
> From: Jonker, Brian TAC:EX
> Sent: Monday, January 21, 2019 6:31 PM
> To: Susan Jackson <susan.jackson@bc.ca>
> (susan.jackson@bc.ca)
> Subject: Agenda's and note to board for materials access
>
> Hi Susan,
>
> As promised, please find the word version of both short and full agenda attached for your comments.
>
> As well, below is the email we intend to send to the Board re: the materials. Wonder if we could have you test run this and let us know if we can add anything to the note to make it easier to get on the site. The rest of the materials are also uploaded for your convenience.
>
> Once we hear back from you, we will send the materials to the full Board tomorrow morning.
>
> Thanks,
>
> Brian
>
>
>
> Hello Council Members,
>
> We are looking forward to our meeting next Monday.
>
> The materials for the meeting have now been uploaded to the new BCAC Sharepoint site<<https://sharepoint-cscditi.gov.bc.ca/tac/tcac/bcac/BCAC%20Board%20Members/Forms/AllItems.aspx>>. Moving forward we will use the site for all meeting materials but also to share related information and to house documents that you will need to reference from time to time (e.g. bylaws).
>
s.15

>
> If you have difficulty accessing the site, we are happy to help.
>
>

Reid, Kimberley TAC:EX

From: Susan Jackson <s.22
Sent: Tuesday, January 8, 2019 9:36 AM
To: Jonker, Brian TAC:EX
Cc: Jane Brindley; Pauline Nocente s.22 ; Derral Moriyama; Reid, Kimberley TAC:EX
Subject: Re: BCAC Executive - conference call agenda

Thanks Brian. Please note that I heard from Pauline and she is unable to call in.
Thanks also for forwarding the revised communique and stakeholder list - I'll get back to you on this a bit later today.

Susan

On 2019-01-07, at 8:26 PM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

Hi all,
Please find the proposed agenda for our call tomorrow at 12:15pm – 1:15pm below.

AGENDA
BC Arts Council Executive Meeting
January 8, 2019
Online

1. January Board Meeting Prep
 - a. Site visit options for January 27
 - b. Minister attendance
 - c. Draft Agenda (see attachment)
2. Other Business
 - a. Communication(s)
 - b. Staffing

Brian Jonker
Executive Director
250 217-3991
Ministry of Tourism, Arts and Culture

Arts and Cultural Development &
BC Arts Council Secretariat &
Corporate Initiatives and Strategic Priorities

Reid, Kimberley TAC:EX

From: Susan Jackson <s.22>
Sent: Tuesday, January 29, 2019 5:03 PM
To: Jonker, Brian TAC:EX
Subject: Re: Gilakas'la

Hi Brian,

I will send the two email resignations to CABRO - can you please confirm that Darren Boden the person I should send them to. I have responded to Corrine and will respond to Jose shortly.

Thanks for the info regarding the new DM and I appreciate your letting me know that it's confidential.

Thursday 2-3 would work for me for a phone call - can you please have Avalon include Jane on this call as well.

Susan

On 2019-01-29, at 2:07 PM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

Hi Susan,

Thursday will work for me from 2-3pm, Avalon will schedule for us.

We also received a resignation today from Jose, attached for your reference.

In other news, we have a new Deputy Minister as of this morning so things will get busy for us here. I believe that she may reach out to you directly so please keep this confidential until you hear, Shauna Brouwer.

From: Susan Jackson [s.22]
Sent: Tuesday, January 29, 2019 1:31 PM
To: Jonker, Brian TAC:EX
Subject: Fwd: Gilakas'la

Hi Brian - as I mentioned, Corrine Hunt has submitted her resignation from the board via email. Please see below.

I would like to set up a phone call with you this week to discuss some follow up from the board meeting and prior to the conference call to complete the board motions. I have flexibility tomorrow or Thursday between 2-5. Please let me know what might work for you.

Regards,

Susan

Begin forwarded message:

From: corrine hunt <s.22>
Subject: Gilakas'la
Date: 27 January, 2019 11:00:57 AM PST
To: Susan Jackson <s.22>
Susan,

s.22

Olaka iku da nala

Corrine

--

corrine hunt

olaka ikux da nala - it is a good day

778-384-5962

Reid, Kimberley TAC:EX

From: Susan Jackson -s.22
Sent: Thursday, January 17, 2019 6:11 PM
To: Jonker, Brian TAC:EX
Cc: Reid, Kimberley TAC:EX
Subject: Re: Minutes and January Agenda

Thanks Brian - I will get back to you on these by tomorrow.
Susan

On 2019-01-16, at 8:10 PM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

Hi Susan.

Attached are the October and November minutes as well as the agenda for the January Board meeting.

A couple other items I did not have a chance to relay today:

1. The letter we drafted pre-Christmas from you to stakeholders has been sent as of Monday.
2. Pauline has been reappointed and the notification is with the communications shop. It should be sent soon.

Reid, Kimberley TAC:EX

From: Susan Jackson s.22
Sent: Friday, January 18, 2019 3:49 PM
To: Jonker, Brian TAC:EX
Cc: Reid, Kimberley TAC:EX
Subject: Re: Minutes and January Agenda
Attachments: BCAC BOARD MINUTES_ October 2018_DRAFT.sj-2.docx; ATT00001.htm; Draft Agenda January 2019.sj.docx; ATT00002.htm

Hi Brian,

Re: Agenda

Attached is the agenda with my edits. The main changes are:

- we need to allocate time to committee reports/discussion. The Programs committee and Governance Review time slots can be combined for this. We will have verbal reports from Programs, Governance, Indigenous Engagement and Communications. In addition, we will need a motion to amend the Executive Committee terms of reference to include the Finance Chair. I will do this during this time slot.
- re: the funding reports for approval/discussion/information - where are the motions for the operating grant approvals? Will these be sent in a separate document? We also need to add time to discuss how the board would like to receive the information regarding operating grant approvals (as discussed at the Exec meeting)
- we need to add an item for discussion about the location of the fall regional meeting as well as the rest of the 2019 meeting dates e.g. change the March meeting to April
- Regarding "Correspondence" - is there a reason we have set aside 10 minutes for this? Otherwise delete.

Please send the updated agenda to review before it goes out to the board.

Re: Minutes

Attached are the minutes with my edits. I also asked Jane to review these and provide edits as it has been three months since the meeting.

Can you let me know when you be forwarding the remainder of the meeting materials for my review.

Regarding your question about meeting in Vancouver next week to review the meeting materials - I have availability on Wednesday if that works for you.

Thanks,
Susan

On 2019-01-16, at 8:10 PM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

Hi Susan.

Attached are the October and November minutes as well as the agenda for the January Board meeting.

A couple other items I did not have a chance to relay today:

1. The letter we drafted pre-Christmas from you to stakeholders has been sent as of Monday.
2. Pauline has been reappointed and the notification is with the communications shop. It should be sent soon.

MINUTES

BC ARTS COUNCIL BOARD MEETING

October 11th, 2018

Terrace, BC | Holiday Inn Express | 3059 BC-16, Thornhill, BC V8G 3N4

Attending: Susan Jackson (~~Chair~~), Jane Brindley (~~Vice-Chair~~), Norman Armour, Manjot Bains, Ian Case, Phillip Djwa, Pat Henman, Dean Heron, Derral Moriyama, Simone Orlando, Yosef ~~Wosk~~

Staff: Gillian Wood, Samantha Cowden, Nicole Neidhardt

Regrets: Lindsay Bailey, Jose ~~Delgado~~, Corinne Hunt, Pauline Nocente

1. WELCOME & ACKNOWLEDGEMENT OF TERRITORIES

- Jane Brindley presented the acknowledgement of Territories

2. APPROVAL OF AGENDA

COUNCIL MOTION: THAT Council accept the Agenda for the October 11, 2018 meeting.
Y. Wosk, D. Moriyama - PASSED

Comment [SJ1]: Here is where we add that an amendment was made to the Agenda: a board member request to add an In Camera session at the end of the meeting and all agreed.

3. APPROVAL OF MINUTES

- ~~Yosef would like to call an in-camera meeting at the end of the meeting.~~

- ACTION:** June minutes to be amended to reflect the request for amendment to the March minutes (Item #16) as follows: "There was a discussion about BCAC nomenclature regarding the use of the terms 'staff, secretariat, Council, board'. The issue was referred to Governance and Executive committees to make recommendations and bring back to the board." March minutes to be amended accordingly. **Amendment to the March minutes — within June minutes add to the March 2018 re: nomenclature including Council board and secretariat**

COUNCIL MOTION: THAT Council accept the Minutes for the June 21-22, 2018 meeting.
D. Moriyama, I. Cross - PASSED

4. BUSINESS ARISING FROM MINUTES

- 4.1 Executive Director to circulate final version of Strategic Plan (Staff).
- 4.2 Executive Director to provide revised org chart for two branches (Staff).
- 4.3 Ensure all future spreadsheets have same columns going forward (Staff).
- 4.4 The Indigenous Engagement Committee and staff will arrange for an Indigenous speaker at the October meeting in Terrace.
- 4.5 Bring Amplify BC grants list to October meeting.
- 4.6 Executive Director to ask Prem Gill from Creative BC to speak at future meeting
- 4.7 Send all members fall advisory dates to observe advisory meetings (Staff)

5. REPORT OF THE CHAIR

- The Chair presented her report
- ~~• The Chair will meet with Minister Beare on October 24th, 2018 to present the implementation of the Strategic Plan~~
- ~~• The Chair would like all new members to select a committee to sit on and let the Chair know what is chosen~~

6. REPORT OF THE EXECUTIVE DIRECTOR

- The Executive Director presented her report
- ~~• Discussion regarding roles and responsibilities of the Minister and the Board~~

7. FUNDING REPORTS FOR INFORMATION (PROJECTS)

Presented 2018-19 reports for:

- 7.1 Professional Theatre Projects
- 7.2 Professional Development – Performing Arts (first intake)
- 7.3 Professional Development – Studio Arts (first intake)
- 7.4 Touring Initiatives
- 7.5 Professional Dance Projects
- 7.6 Professional Music Projects
- 7.7 Media Arts Awards
- 7.8 Early Career Development Performing Arts
- 7.9 Early Career Development Studio Arts
- 7.10 Scholarships

8. REPORTS FOR INFORMATION/DISCUSSION

- 8.1. Aggregate Report Final - 2017/18
- 8.2. Aggregate Report 2018/19 April 1 to September 4, 2018
- 8.3. BCAC Constituency Report June 13 to September 4, 2018
- 8.4. Regional Report - April 1 – September 4, 2018

9. REPORT OF THE FINANCE COMMITTEE

COUNCIL MOTION: THAT Council follow the approach approved at the June 2018 Board meeting to allocate the increase to the Operating Assistance Program grants budget for 2018/19 as follows for the Fall 2018 intake (Arts Service Organizations, Book Publishers, Media Arts Organizations, Professional Arts Festivals, Public Museums, Visual Arts Organizations, Community Arts Organizations):

- Advisories will review Concerned Status and Annual Status applications as usual.
- All organizations on Extended Cycle within the Professional Program Stream will have their base operating grant continued at 2017/18 levels, except organizations currently receiving <\$20K in operating assistance, who will have their base operating grant reset to \$20K, regardless of where they are at in their funding cycle.
- Any specific advice from the 2017/18 Advisories vis-à-vis potential funding increases will be implemented, if possible.
- One-time supplementary grants of an average of approximately 18-22% of 2017/18 operating grant to be awarded to all returning operating clients within the Professional Stream, except those which, by being brought up to the new base minimum of \$20K, already saw a percentage increase of more than that allocated to their program discipline. Supplementary grant amounts will be proposed by staff, based on the overall funding picture within each discipline. Advisory Committees will review the proposed amounts and make recommendations for approval by Council.

N. Armour, J. Brindley - PASSED

COUNCIL MOTION: THAT Council accepts the recommendation of the 2017/18 Professional Arts Festivals (Studio Arts) Advisory Committee to bring Capture Photography Festival Society into the Operating Assistance program for \$20,000 (Professional Arts Festivals – Studio Arts), based on the availability of new funds for the program for 2018/19.

P. Djwa, D. Heron - PASSED

10. REPORT OF THE GOVERNANCE COMMITTEE

- The Vice-Chair read the report on behalf of the Committee Chair Pauline Nocente.

ACTION: ~~Look into CABRO form (standardized form) in comparison with the annual performance review form. The Performance Review Committee will send out instructions and forms, and set up telephone meetings with those members whose reviews are due this year.~~

Formatted: Strikethrough

11. REPORT OF THE INDIGENOUS ENGAGEMENT COMMITTEE –TO FOLLOW

- Chair Corrine Hunt has stepped down. The role of Chair going forward will be assumed by Dean Heron.

12. REPORT OF THE PROGRAM COMMITTEE

- The Chair of the Committee presented the report and associated support materials and notes.

13. REPORT OF THE COMMUNICATIONS COMMITTEE

- The Chair of the Committee presented the report

ACTION: ~~Phillip has a list of people with a background in equity and diversity / communications will share with Chair and Executive Director. After, need to find a way of implementation. (emailed)~~

14. REPORT OF THE STRATEGIC PLANNING COMMITTEE

- The Executive Director presented the report on behalf of Committee Chair Lindsay Bailey. ~~(regrets)~~.

15. NEW BUSINESS

- Y. Wosk would will be like to joining the Program Committee
- ~~The Board would like to do more outreach like the Oct 10th info session – currently not doing enough~~ Board discussion regarding how productive the Terrace community meeting was and that the Board would like to engage in these kinds of community outreach sessions on a more regular basis.

16. NEXT MEETING:

January 28-29, 2019 (1.5 days) – Vancouver, BC

March 18-19, 2019 – Victoria, BC

June 24-25, 2019 – Richmond, BC

17. *ADJOURNMENT* MOTION TO AJOURN AT 4:32 – MOTION PASSED

ACTIONS:

See above

ACTION: Look into CABRO form (standardized form) in comparison with the annual performance review form. (Governance committee)

ACTION: Phillip has a list of people with a background in equity and diversity / communications will share with Chair and Executive Director. After, need to find a way of implementation. (Phillip Djwa)

ACTION: Amendment to the March minutes — within June minutes add to the March 2018 re: nomenclature including council board and secretariat (staff)

Comment [S32]: Jane - delete this box except third item?

AGENDA - BC Arts Council Board Meeting

January 28, 2019

Vancouver | Listel Hotel – 1300 Robson St.

BC Arts Council			
Attending:	Susan Jackson (Chair), Jane Brindley (Vice Chair), Norman Armour, Lindsay Jean-Bailey, Manjot Bains, Ian Case, Dean Heron, Corinne Hunt, Derral Moriyama, Phillip Djwa, Simone Orlando,		
Regrets:	Jose Delgado, Pat Henman, Pauline Nocente, Yosef Wosk		
Ministry Staff			
Claire Avison – Assistant Deputy Minister		Brian Jonker - Executive Director	Kim Reid - Director

Time	Item	Lead	Action
9:00 - 9:05	Welcome & Acknowledgement	Chair	N/A
9:05 - 9:10	1. Approval of Agenda	Chair	For Approval
9:10 - 9:15	2. Approval of Minutes from Last Meeting	Chair	For Approval
9:15 - 9:20	3. Review of Action Items from Last Meeting	Chair	For Information
9:20 - 9:30	4. Report from the Chair	Chair	For Information
9:30 - 10:15	5. Government Update & Report From the Ministry & Questions and Answers	Assistant Deputy Minister & Executive Director	For Information
10:15 - 10:30	6. 2019 – Year at a Glance	Executive Director	For Discussion
10:30 - 10:45	BREAK		
10:45 - 11:15	7. Strategic Plan Implementation	Executive Director & Director	For Discussion
11:30 - 12:00	Minister Lisa Beare – Meet and Greet	Minister & Council	N/A
12:00 - 1:00	LUNCH WITH MINISTER		
1:00 - 1:15	8. Report of the program committee	Vice-Chair	For Approval
1:15 - 2:00	9. Operating Funding – Advisory Recommendations	Chair	For Approval
2:00 - 2:15	10. Project Funding – Jury Approvals	Director	For Information
2:15 - 2:30	11. Consolidated Reports	Executive Director	For Information
2:30 - 2:45	BREAK		
2:45 - 3:15	12. Board Governance Review	Chair	For Discussion
4:00 - 4:10	13. Correspondence	Chair	For Information
4:25 - 4:55	14. In Camera Session	Chair	N/A
4:55 - 5:00	Adjournment	Chair	N/A

Comment [SJ1]: In the past we cover the core business items: funding reports for Approval, information and discussion as well as the aggregate reports at the top of the agenda which I think makes more sense. Year at a glance and SP implementation could be covered after lunch

Comment [SJ2]: We need to allocate time for a discussion on committees as discussed at the Exec meeting. The Communications committee is meeting next week so we will need to allow time for a verbal report from the chair. The governance committee has also been active so we need to allow time for a verbal report from the chair here as well. Therefore we should have a Committee reports line item and the governance review item can follow.

Comment [SJ3]: Where would we see the background information on the grants for approval as well as the motions? Separate document? These were in the body of the agenda in the past

Comment [SJ4]: We are missing a line item for a discussion on the 2019 meeting dates and the location of the regional meeting in fall 2019

Comment [SJ5]: Not sure why we have time set aside for correspondence?

Comment [SJ6]: Suggest 2 days here April 15/16

Comment [SJ7]: Need at least two days for the regional meeting

Next Meetings:

Dates	Location
April 15 th , 2019	Victoria
June 20 th / 21 st , 2019	Vancouver
October 10 th , 2019	TBD - Regional
January 27 th , 2019	Vancouver

From: [Reid, Kimberley TAC:EX](#) on behalf of [BC Arts Council Secretariat TAC:EX](#)
To: ["Susan Jackson"; "Jane Brindley"](#)
Subject: Presentation & Annotated Agenda_Board Meeting Jan 28
Date: Wednesday, January 23, 2019 9:16:00 PM
Attachments: [Annotated Agenda January 2019 CHAIR VCHAIR.docx](#)
[January Board Meeting Presentation.pptx](#)

Hello Susan and Jane,

Please find both the annotated agenda and powerpoint presentation attached; hopefully you find these helpful in your preparation for the upcoming meeting.

We have provided notes on the sections you each will be speaking to but of course, these are suggestions so please edit as you see fit.

Let us know if you have any questions,

Thanks,
Kim
BCAC Secretariat

ANNOTATED AGENDA - BC Arts Council Board Meeting

January 28, 2019

Vancouver | Listel Hotel – 1300 Robson St.

BC Arts Council		
Attending:	Susan Jackson (Chair), Jane Brindley, (Vice Chair) Norman Armour, Lindsay Bailey, Manjot Bains, Ian Case, Phillip Djwa, Dean Heron, Corinne Hunt, Derral Moriyama, Pauline Nocente	
Regrets:	Jose Delgado-Guevara, Pat Henman, Simone Orlando, Yosef Wosk	
Ministry Staff		
Claire Avison – Assistant Deputy Minister	Brian Jonker - Executive Director	Kim Reid - Director

Time	Item	Lead	Action
9:00 - 9:05	Welcome & Acknowledgement	Chair	N/A
<ul style="list-style-type: none"> I would like to acknowledge that we are meeting here today on the traditional territory of the Coast Salish Peoples, including the traditional territories of the Musqueam [MUS-KWEE-UM], Tsleil-Waututh [TSLAY-WHA-TOOTH] and Squamish peoples. 			
9:05 - 9:10	1. Approval of Agenda	Chair	For Approval
<ul style="list-style-type: none"> We have an ambitious agenda today. Your binders have the materials to support a smooth meeting. We need to be cognisant of the time during our discussions and may need to adapt the agenda along the way. The agenda is organized with strategic items in the morning and business items in the afternoon. As well, the Minister of Tourism, Arts and Culture will be by. She will be staying for lunch. It will be an opportunity to share a bit about yourself, and your role in the arts community. In Camera sessions are now part of the regular agenda. Any additions or comments on the agenda? <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> DRAFT COUNCIL MOTION: That Council accept the Agenda for the January 28, 2018 Meeting. </div>			
9:10 - 9:15	2. Approval of Minutes – October 11, 2018	Chair	For Approval
<ul style="list-style-type: none"> Susan and Jane, as Chair and Vice-Chair, have reviewed and confirmed the minutes with the Secretariat. We will review the two actions items next on the agenda. Any concerns, additions or deletions? <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> DRAFT COUNCIL MOTION: That Council accept the Minutes of the October 11, 2017 Meeting. </div>			
9:15 - 9:20	3. Review of Action Items – October 11, 2018	Chair	For Information

3.1 ACTION: The Performance Review Committee will send out instructions and forms, and set up telephone meetings with those members whose reviews are due this year.

- *Please provide clarification*

3.2 ACTION: June minutes were amended to reflect the March minutes (Item #16) as follows: “There was a discussion about BCAC nomenclature regarding the use of the terms ‘staff, secretariat, Council, board’. The issue was referred to Governance and Executive committees to make recommendations and bring back to the board.” March minutes to be amended accordingly.

- Both March and June minutes have both been amended with the new nomenclature of:
 - ‘Council’ when referring to the board and board members
 - ‘Secretariat’ when referring to the staff within the Ministry
- The revised minutes were not printed for your binder however; they are available on the Sharepoint site.

9:20 - 9:30	4. Report from the Chair	Chair	For Information
<ul style="list-style-type: none"> • Verbal report 			
9:30 - 10:15	5. Government Update & Questions and Answers	ADM & Executive Director	For Information
<ul style="list-style-type: none"> • Verbal Report 			
10:15 - 10:30	6. 2019 – Year at a Glance	Executive Director	For Discussion
<ul style="list-style-type: none"> • The Secretariat developed a Year at a Glance summary document to highlight the important dates of Government as well as provide the Council a better sense of what an annual business cycle entails for BCAC. • This item is for information and discussion; the Secretariat will walk through the document with us. • We will discuss criteria for selection of regional meeting locations at the end of this agenda item. 			
10:30 - 10:45	BREAK		
10:45 - 11:30	7. Strategic Plan Implementation	Executive Director	For Discussion
<ul style="list-style-type: none"> • The Secretariat has provided a summary document which outlines program adjustments to reflect the strategic plan as well as a forward looking document to give the Council a sense of budget allocations for three different budget lift scenarios. • Again, this item is for discussion; the Secretariat will walk through the document with us. 			
11:30 - 12:00	Minister Lisa Beare – Meet and Greet	Minister & Council	N/A
<ul style="list-style-type: none"> • Please welcome the Honourable Lisa Beare, Minister of Tourism, Arts and Culture, responsible for Sport and Multiculturalism. • As the Minister of Tourism, Arts and Culture she works to promote and strengthen B.C.’s dynamic tourism industry, as well as the vibrant arts, culture and sport community, to ensure that these sectors continue to thrive throughout the province and are valued and respected internationally. • She was elected as the MLA for Maple Ridge-Pitt Meadows in May 2017 but got her start in politics in 2014 when she was elected as a School Board Trustee for Maple Ridge-Pitt Meadows. 			

- Minister Beare grew up in Maple Ridge and is raising a young family in the community.

12:00 - 1:00

LUNCH WITH MINISTER

1:00 - 1:15

8. Report of the Program Committee

Vice-Chair

For Information

S.13

k

8.2 Equity Consultant

- The Secretariat is seeking to hire an Equity Consultant to conduct an equity audit of BC Arts Council policies and processes and develop a framework to guide consultations, outreach and the implementation of the *Equity, Diversity and Access* strategic direction.

Key points:

- An RFI will be issued through BC Bid in the next few weeks to:
 - reveal the scope of the arts equity field;
 - canvas market expertise; and
 - obtain high-level budget estimates from possible proponents.
- Following the RFI, working with the Ministry Procurement team, the Secretariat will decide whether or not to post a full RFP or to extend direct invitation to three potential proponents.
- Up to S.1 has been earmarked for this work beginning this fiscal year.
- The current proposal will see the Equity Consultant working with BCAC for a period of up to one year.

Actions:

- **No motions or approvals are required.**
- Encourage Council members to contribute to the process by making suggestions of proponents and/or sharing the RFI out within their networks.
- Secretariat commits to sending a link to all Council members once the RFI is posted.

8.3 Program Revision - Iterative Framework

- The Secretariat will be adopting an iterative approach to the revision of program guidelines to bring them into alignment with all four directions in the strategic plan.

Key points:

- Operating programs with a Spring 2019 intake (Theatre, Music, and Dance) will run on an annual cycle for

one year with modest adjustments to program assessment and use supplements.

- Full revision for the Fall 2019 intake, following the consultation and work of the Equity Consultant.
- Project programs will be adjusted throughout the coming fiscal year.

Actions:

- **No motions or approvals are required** as it is primarily an operational matter.

S.13,S.17

1:15 - 1:30	9. Report of the Sub Committees	Committee Chairs	For Information
<ul style="list-style-type: none"> • Executive <ul style="list-style-type: none"> ○ Rationale for motion to add Finance Chair includes: <ul style="list-style-type: none"> ▪ Allocation of funding is a primary and important role of the Council. ▪ To better utilize the skills and knowledge of the Finance committee members, it is proposed to elevate the Finance Chair to the Executive. <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>DRAFT COUNCIL MOTION: That Council amend the Terms of Reference to add the Finance Chair as a member of the Committee.</p> </div> <ul style="list-style-type: none"> • Communications • Finance • Governance • Indigenous Engagement • Strategic Planning Implementation 			
1:30 - 2:15	10. Operating Funding – Advisory Recommendations	Vice-Chair and Executive Director	For Approval
<ul style="list-style-type: none"> • The Fall Operating Assistance Advisory Recommendations are for Council approval. • Brian will lead us through each program and once complete, Jane will present the motion for approval. • At the end, we will have a short discussion about the Advice to Council provided by the advisories. <p>10.1 PROFESSIONAL ARTS FESTIVALS – STUDIO ARTS</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Festivals (Studio Arts) Advisory Committee’s recommendation of base operating assistance in the amount of up to \$335,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.</p> </div>			

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Studio Arts Festivals Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Capture Photography Festival and Victoria Independent Film and Video Festival

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Studio Arts Festivals Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$64,630 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.2 PROFESSIONAL ARTS FESTIVALS – PERFORMING ARTS

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Festivals (Performing Arts) Advisory Committee's recommendation of base operating assistance in the amount of up to \$575,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Performing Arts Festivals Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$115,895 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.3 VISUAL ARTS

DRAFT COUNCIL MOTION: THAT Council accepts the Visual Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$2,058,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Visual Arts Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Morris And Helen Belkin Art Gallery, Unit/Pitt: Society For Art & Critical Awareness, Projectile Publishing Society, Langham Cultural Society, Malaspina Printmakers Society, Vernon Public Art Gallery Society, 221a Artist Run Centre Society, West Vancouver Museum, Nelson Fine Art Centre Society (Oxygen Art Centre), Burnaby Art Gallery, Kootenay Gallery Of Art, History And Science, Grand Forks Art Gallery Society

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Visual Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$330,630 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.4 PUBLIC MUSEUMS

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museum Advisory Committee's recommendation of base operating assistance in the amount of up to \$1,445,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museums Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Cortes Island Museum & Archives Society (Cimas), Cumberland & District Historical Society, Qualicum Beach Historical & Museum Society, Fernie & District Historical Society, New Westminster Museum And Archives, Bulkley Valley Historical & Museum Society, Kitimat Museum & Archives, Salmon Arm Museum And Heritage Association, Penticton Museum & Archives, Creston & District Historical & Museum Society.

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museums Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$244,280 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.5 MEDIA ARTS

DRAFT COUNCIL MOTION: THAT Council accepts the Media Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$258,150 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Media Arts Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Cinevic Society of Independent Filmmakers

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Media Arts Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$48,000 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.6 COMMUNITY ARTS COUNCILS

DRAFT COUNCIL MOTION: THAT Council accepts the Community Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$887,810 according to the attached spreadsheets and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Community Arts Advisory Committee's recommendation of retroactive Annual Performance awards for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$287,060 according to the attached spreadsheets, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.7 ARTS AND CULTURE SERVICE ORGANIZATIONS

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation of base operating assistance in the amount of up to \$775,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: British Columbia Choral Federation, Peace-Liard Regional Arts Council, Greater Vancouver Professional Theatre Alliance, Conseil Culturel Et Artistique Francophone, West Kootenay Regional Arts Council, Vancouver Ballet Society, Federation Of British Columbia Writers

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2018/19, in the amount of up to \$161,930 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.8 BOOK PUBLISHERS

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publisher's Advisory Committee's recommendation of operating assistance in the amount of up to \$799,200 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Simply Read Books Inc.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation to place s.13 on the third iteration of Concerned Status, as per Council's Fair Notice Policy, and requests that staff communicate the rationale for this decision.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$133,200 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

3:00 - 3:15	BREAK		
3:15 - 3:30	3. Project Funding – Jury Approvals	Executive Director	For Information
<ul style="list-style-type: none"> The next set of funding reports is for information only. The Secretariat will quickly walk us through each programs and present some stats of interest. <p>3.1 Scholarship Program</p> <p>3.2 Strategic Opportunities – Studio Arts / Performing Arts</p> <p>3.3 Touring Initiatives</p> <p>3.4 Professional Development – Performing Arts / Studio Arts</p> <p>3.5 Creative Writing Arts Awards</p> <p>3.6 Professional Projects</p> <p>3.7 Enhanced Capacity</p> <p>3.8 Community Arts Projects</p>			
3:30 - 3:45	4. Consolidated Reports	Executive Director	For Information
<ul style="list-style-type: none"> The Secretariat will highlight a few interesting trends in the BCAC programs. We will not be reviewing the Constituency Report during the meeting. <p>4.1 Aggregate Report – April to December 2018</p> <p>4.2 Constituency Report – September to December 2018</p>			

3:45 - 4:00	5. New Business	Chair	For Discussion
4:00 - 4:15	Adjournment	Chair	N/A
4:15 – 5:00	In Camera Session	Chair	N/A

Next Meetings:

Dates	Location
April 15/16, 2019	Victoria
June 20/21, 2019	Vancouver
October 10/11, 2019	TBD (Regional)
January 27, 2020	Vancouver

From: [Reid, Kimberley TAC:EX](#)
To: [Jonker, Brian TAC:EX](#)
Subject: RE: BCAC Executive - conference call agenda
Date: Tuesday, January 8, 2019 9:01:00 AM

From: Jonker, Brian TAC:EX
Sent: Monday, January 7, 2019 8:34 PM
To: Reid, Kimberley TAC:EX
Subject: FW: BCAC Executive - conference call agenda

Hi Kim.

We will need to provide Claire an annotated of the agenda below. Can you provide by 930 am please. Focus on 1a and 1b and 2a and 2b.....1c will speak for itself. High level and can focus on Susan's email. I've started below so you can see what I'm looking for. If you can fill in remaining on part 1 and anything I missed or part two that would be awesome. Thanks

Brian Jonker
Executive Director
250 217-3991
Ministry of Tourism, Arts and Culture

Arts and Cultural Development &
BC Arts Council Secretariat &
Corporate Initiatives and Strategic Priorities

From: Jonker, Brian TAC:EX
Sent: Monday, January 7, 2019 8:27 PM
To: Susan Jackson <s.22> ; Jane Brindley; Pauline Nocente
s.22 ; 'Derral Moriyama'
Cc: Reid, Kimberley TAC:EX
Subject: BCAC Executive - conference call agenda

Hi all,

Please find the proposed agenda for our call tomorrow at 12:15pm – 1:15pm below.

AGENDA
BC Arts Council Executive Meeting
January 8, 2019
Online

1. January Board Meeting Prep
 - a. Site visit options for January 27 (Sunday)

Staff have inquired on tickets for the PUSH Festival for the 2pm matinee - *Bicycle Thieves - Composer and musical director Joelysa Pankanea* – 7 tickets are being held until Tuesday. Tickets are \$39 plus taxes.

As well, we are waiting to hear back about a guided tour of the VAG exhibition *Dana Claxton: Fringing the Cube*.

Once we have confirmed both these opportunities are available, we should have plan on how to divide up the group.

b. Minister attendance

The Minister is scheduled to attend the board meeting between 11-2. The agenda has allocated time around 11:45 for the Minister to speak. She will join us for lunch and perhaps, part of scheduled meeting after lunch.

c. Draft Agenda (see attachment)

2. Other Business

a. Communication(s)

Email response to **s.22** was sent on December 21. Reply to response from **s.22** was positive.

Letter from Susan will go to stakeholders indicating the availability of the annual report, strategic plan and continued working relationship with TAC.

b. Staffing

As previously articulated, we will look to staff permanently in the Spring of 2019. The vision is that the chair and/or Executive will have a chance to speak with the top 1 or 2 candidates prior to Ministry confirming appointment.

Brian Jonker
Executive Director
250 217-3991
Ministry of Tourism, Arts and Culture

Arts and Cultural Development &
BC Arts Council Secretariat &
Corporate Initiatives and Strategic Priorities

DRAFT AGENDA

BC Arts Council Board Meeting

January 28, 2019

Vancouver | Listel Hotel – 1300 Robson St.

1. 9:00 - 9:05 WELCOME & ACKNOWLEDGEMENT OF TERRITORIES
2. 9:05 - 9:10 APPROVAL OF AGENDA
3. 9:10 - 9:20 MINUTES FROM PREVIOUS MEETING
4. 9:20 - 9:30 REPORT FROM THE CHAIR
5. 9:30 - 10:00 GOVERNMENT UPDATE & REPORT FROM THE MINISTRY
6. 10:00 - 10:30 REVIEW OF UPCOMING YEAR – 2019
7. 10:30 - 10:45 *BREAK
8. 10:45 - 11:15 OVERVIEW OF STRATEGIC PLAN IMPLEMENTATION PLAN
9. 11:15 - 11:45 REPORT OF THE PROGRAM COMMITTEE
10. 11:45 - 12:00 MINISTER LISA BEARE VISIT (TBD)
11. 12:00 - 1:00 *BREAK OUT COMMITTEES & LUNCH WITH MINISTER
12. 1:00 - 1:15 REPORT BACK FROM COMMITTEE BREAK OUT
13. 1:15 - 2:00 OPERATING FUNDING - FOR APPROVAL
14. 2:00 - 2:15 PROJECT FUNDING - FOR INFORMATION
15. 2:15 - 2:30 OVERVIEW REPORTS - FOR INFORMATION
16. 2:30 - 3:00 *BREAK
17. 3:00 - 4:00 NEW BUSINESS
18. 4:00 - 4:10 COORESPONDENCE
19. 4:10 - 4:40 IN CAMERA SESSION
20. 4:40 - 4:55 NEXT MEETINGS
21. 4:55 - 5:00 *ADJOURNMENT

From: [Reid, Kimberley TAC:EX](#)
To: [Susan Jackson](#)
Cc: [Avison, Claire TAC:EX](#); [Jonker, Brian TAC:EX](#); [Pauline Nocente](#); [Derral Moriyama](#); [Jane Brindley](#)
Subject: RE: Executive Meeting
Date: Wednesday, January 2, 2019 4:28:00 PM
Attachments: [BCAC - 07-12-2018 - Meeting Notes.docx](#)
[BCAC Exec - 23-11-22 - Meeting Notes.docx](#)

Hi Susan,

Happy New Year!

Please find the minutes attached for both November 23rd and December 7th.

We do not have minutes from the pre-brief on December 6th. However, if my memory serves, we used the time to share what we intended to discuss for each agenda item at the December 7th meeting.

I will reschedule the meeting to an hour, not a problem!

Thanks, and let me know if you have questions about the minutes.

Talk soon,
Kim

From: Susan Jackson [s.22
Sent: Wednesday, January 2, 2019 2:30 PM
To: Reid, Kimberley TAC:EX
Cc: Avison, Claire TAC:EX; Jonker, Brian TAC:EX; Pauline Nocente; Derral Moriyama; Jane Brindley
Subject: Re: Executive Meeting

Thanks Kim.

Prior to the meeting on January 8th can you please send the minutes from the following meetings:

- November 23rd Exec meeting
- December 6th Exec meeting
- December 7th Board conference call

Also I think it would be best to book an hour for the meeting on the 8th e.g. 12-1pm just in case we need the time.

Regards,
Susan

On 2018-12-31, at 1:17 PM, "Reid, Kimberley TAC:EX" <Kimberley.Reid@gov.bc.ca> wrote:

We would like to meet to go over the January Board Meeting agenda.

s.15,s.17

Thanks so much!

<Mail Attachment.ics>

From: Reid, Kimberley TAC:EX on behalf of BC Arts Council Secretariat TAC:EX
To: "Lindsay Bailey"; Phillip Djwa; BC Arts Council Secretariat TAC:EX
Cc: Susan Jackson; Jane Brindley; Norman Armour; Manjot Bains; gigglingiguanaprods@shaw.ca; s.22 S.22 Cowden, Samantha TAC:EX; Jonker, Brian TAC:EX; s.22 : Pat Henman; s.22 ad.ceo@balletkelowna.ca
Subject: RE: January 28th Board Meeting - Materials now available on Sharepoint
Date: Friday, January 25, 2019 4:17:00 PM

Hi All,

Thanks Phillip, very kind of you to put that together for everyone! Additionally, as promised below, new items have been posted in both Tab 5 and Tab 7 and there has been an update to the Aggregate Report in Tab 12.

Also a friendly reminder about the PuSH festival and VAG site visits on Sunday. Details were sent out on the calendar invitation. Please let us know if you have any questions.

We are looking forward to a productive meeting on Monday, see you soon.

Kim

From: Lindsay Bailey [mailto:lindsay@lbic.co]
Sent: Friday, January 25, 2019 3:19 PM
To: Phillip Djwa; BC Arts Council Secretariat TAC:EX
Cc: Susan Jackson; Jane Brindley; Norman Armour; Manjot Bains; gigglingiguanaprods@shaw.ca; s.22 Cowden, Samantha TAC:EX; Jonker, Brian TAC:EX; s.22 , Pat Henman; s.22 : ad.ceo@balletkelowna.ca
Subject: Re: January 28th Board Meeting - Materials now available on Sharepoint

Thanks very much, Phillip.

Looking forward to meeting you on Sunday.

Best,
Lindsay



Lindsay Bailey, J.D.
Lindsay Bailey Law Corporation | Vancouver
Tel +1.604.229.9956. ext. 1001 | Fax 512.262.9595.

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On 2019-01-25, 4:50 PM, "Phillip Djwa" <phillip@agentic.ca> wrote:

Hi, I just uploaded the zip of all the files for everyone's convenience. I used pretty much the same folder structure except for the ones that were only 1 doc. They are all numbered tho. See you on Sunday at dinner!

--

Phillip (Kang Sun)

||| Phillip Kang Sun Djwa phillip@agentic.ca * @phillipdjwa
||| Agentic Digital Media * Humans Online
||| <http://www.agentic.ca>
||| 414-207 West Hastings St V6B 1H7
||| Office: 604-255-2131

On Wed, Jan 23, 2019 at 9:44 AM Phillip Djwa <phillip@agentic.ca> wrote:

>

> Thanks for this!

>

> If I could ask, would it be also possible to also upload a Zip for the entire folder structure?

(Maybe it can just be in the same root folder with a date, like "JanuaryBoard2019.zip." Reason I ask is that I like to download the documents to review and it is actually quite time-consuming to download all the files one by one. I'm not sure if there is a faster way to download all the files in the separate folders, but let me know if there is.

>

> Also, if we are going to continue to use this folder, you might want to have all of these documents in a "January 2019" folder? Not sure what would happen when you get the March meeting, but I think it would get confusing.

>

> I can certainly download the odd document one by one if there are new updates, such as the Folder 7.

>

> Hope this is helpful.

>

>

> --

> Phillip (Kang Sun)

>

> -----

> ||| Phillip Kang Sun Djwa phillip@agentic.ca * @phillipdjwa

> ||| Agentic Digital Media * Humans Online

> ||| <http://www.agentic.ca>

> ||| 414-207 West Hastings St V6B 1H7

> ||| Office: 604-255-2131

>

>
> On Tue, Jan 22, 2019 at 7:01 PM BC Arts Council Secretariat TAC:EX
<BCACsecretariat@gov.bc.ca> wrote:

>>
>> Hello Council Members,
>>
>>
>>
>> We are looking forward to our meeting next Monday.
>>
>>
>>
>> The materials for the upcoming meeting have now been uploaded to the new BCAC Sharepoint site. Moving forward we will use the site for all meeting materials but also to share related information and to house documents that you may need to reference from time to time (e.g. bylaws).
>>
>>
>>

s.15

>>
>>
>> A few things of note:
>>
>> · A binder with the necessary meeting materials will be provided to you on Monday. There is no need to print the materials yourself.

>>

>> · Folder 7 on the Sharepoint is currently empty. We will upload the related material soon and send a notification email stating it has been posted.

>>

>> · There is a link like this - "(More Documents...)" - in each folder on the Sharepoint. Please know there are no further documents and we are striving to have this removed.

>>

>>

>>

>> If you have difficulty accessing the site or have further questions, we are happy to help. Please connect with us via return email or give Samantha a call at 778 974-3044.

>>

>>

>>

>> Thanks,

>>

>> BC Arts Council Secretariat

>>

>>

>>

>>

From: [Reid, Kimberley TAC:EX](#)
To: [Jonker, Brian TAC:EX](#)
Subject: RE: Meeting today: reschedule
Date: Tuesday, December 18, 2018 12:05:00 PM
Attachments: [DRAFT AGENDA January 28 29, 2018.docx](#)

From: Jonker, Brian TAC:EX
Sent: Tuesday, December 18, 2018 10:44 AM
To: Reid, Kimberley TAC:EX
Subject: FW: Meeting today: reschedule

Let's chat draft agenda...so provide me what you have on the wall and we can add to it.

Brian Jonker
Executive Director
250 217-3991
Ministry of Tourism, Arts and Culture

Arts and Cultural Development &
BC Arts Council Secretariat &
Corporate Initiatives and Strategic Priorities

From: Susan Jackson [S.22]
Sent: Tuesday, December 18, 2018 10:29 AM
To: Jonker, Brian TAC:EX
Subject: Re: Meeting today: reschedule

Yes 3pm today is fine.
Susan

On 2018-12-18, at 10:10 AM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

Hi Susan,

Unfortunately I have been called to an executive meeting which overlaps with our scheduled time today at 2pm. Wondering if we could push our start time to 3pm or if we can reschedule for tomorrow or Thursday?

Brian Jonker
Executive Director
250 217-3991
Ministry of Tourism, Arts and Culture

Arts and Cultural Development &

From: [Reid, Kimberley TAC:EX](#)
To: ["Susan Jackson"; Jonker, Brian TAC:EX](#)
Cc: [Jane Brindley](#)
Subject: RE: Phone call
Date: Friday, January 11, 2019 3:05:00 PM

Hi Susan,

Yes, that works for me. I have sent a calendar invite with the call in information.

Is it possible to provide a bit of information about the issue? If applicable, I would like to prepare any information that may be helpful to the conversation.

Thanks,
Kim

-----Original Message-----

From: Susan Jackson [s.22](#)
Sent: Friday, January 11, 2019 2:49 PM
To: Jonker, Brian TAC:EX
Cc: Reid, Kimberley TAC:EX; Jane Brindley
Subject: Re: Phone call

Thanks Brian - if it works for Kim also can you send us a calendar invite with number to call.
Susan

On 2019-01-11, at 1:16 PM, "Jonker, Brian TAC:EX" <Brian.Jonker@gov.bc.ca> wrote:

> Hi Susan,

>

> Yes, that would work for me.

>

> -----Original Message-----

> From: Susan Jackson [s.22](#)
> Sent: Friday, January 11, 2019 12:14 PM
> To: Jonker, Brian TAC:EX
> Cc: Reid, Kimberley TAC:EX; Jane Brindley
> Subject: Phone call

>

> Hi Brian,

>

> Jane and I met with Brenda Leadlay at the BC Arts Alliance this week and an issue came up regarding BCAC that I would like to speak to you about.

> Currently there is a Program Committee meeting scheduled next week on Wednesday January 16th 9-10:30am.

> Can we set up a call for after this meeting (including Kim and Jane) at 10:30am?

> If this time doesn't work for you can you please propose a couple of other date/time options.

>

> Thanks,

> Susan

>

From: [Reid, Kimberley TAC:EX](#)
To: [Susan Jackson](#)
Cc: [Jane Brindley](#); [Jonker, Brian TAC:EX](#)
Subject: Re: Times for follow up meeting?
Date: Tuesday, January 29, 2019 5:45:58 PM

No problem. Will work this out first thing tomorrow.

Quick clarification, when you say "afternoon options" - you mean on Monday, not the afternoon options I offered in Thursday?

Thanks, Kim

Sent from my iPhone

On Jan 29, 2019, at 5:41 PM, Susan Jackson <s.22> > wrote:

Hi Kim,

This is a follow up to my email below.

I've reviewed the By-laws and unfortunately, it appears that at the follow up meeting we will need to approve all of the operating grant motions again. By-law #9.8 states that "There shall be no voting by proxy", which would nullify Derral's proxy votes yesterday.

We will need a quorum of seven board members to attend the follow up meeting, given the two recent board resignations. To ensure we can get seven members on the call at such short notice, I think it would be best if we could give the board a couple of choices for the meeting time. I suggest a doodle poll with options for Friday at 3:30 as well as Monday morning and afternoon options. I've spoken with Jane and these times would work for her as well.

Thanks,
Susan

On 2019-01-29, at 3:38 PM, Susan Jackson <s.22> > wrote:

Hi Kim - the only time that works for me is Friday 3:30-4:30.
Thanks,
Susan

On 2019-01-29, at 2:50 PM, "Reid, Kimberley TAC:EX"
<Kimberley.Reid@gov.bc.ca> wrote:

Hi ladies,

I am checking in on times for the follow up meeting that will best fit your schedule. Some options for this week are:

- Thursday – 10:00 – 11:00
- Thursday – 11:00 – 12:00
- Friday - 3:30 to 4:30

Would you please let me know at your earliest convenience?

Thanks!

Kim

Kim Reid

A/Executive Director, BC Arts Council | Ministry of Tourism,
Arts & Culture
p. 778.698.8255
c. 250.508.8932

From: [Reid, Kimberley TAC:EX](#)
To: [Susan Jackson](#); [Jane Brindley](#)
Cc: [Jonker, Brian TAC:EX](#)
Subject: Times for follow up meeting?
Date: Tuesday, January 29, 2019 2:49:00 PM

Hi ladies,

I am checking in on times for the follow up meeting that will best fit your schedule. Some options for this week are:

- Thursday – 10:00 – 11:00
- Thursday – 11:00 – 12:00
- Friday - 3:30 to 4:30

Would you please let me know at your earliest convenience?

Thanks!

Kim

Kim Reid

A/Executive Director, BC Arts Council | Ministry of Tourism, Arts & Culture
p. 778.698.8255
c. 250.508.8932

ANNOTATED AGENDA - BC Arts Council Board Meeting

January 28, 2019

Vancouver | Listel Hotel – 1300 Robson St.

BC Arts Council		
Attending:	Susan Jackson (Chair), Jane Brindley, (Vice Chair) Norman Armour, Lindsay Bailey, Manjot Bains, Ian Case, Phillip Djwa, Dean Heron, Corinne Hunt, Derral Moriyama, Pauline Nocente	
Regrets:	Jose Delgado-Guevara, Pat Henman, Simone Orlando, Yosef Wosk	
Ministry Staff		
Claire Avison – Assistant Deputy Minister	Brian Jonker - Executive Director	Kim Reid - Director

Time	Item	Lead	Action
9:00 - 9:05	Welcome & Acknowledgement	Chair	N/A
<ul style="list-style-type: none"> I would like to acknowledge that we are meeting here today on the traditional territory of the Coast Salish Peoples, including the traditional territories of the Musqueam [MUS-KWEE-UM], Tsleil-Waututh [TSLAY-WHA-TOOTH] and Squamish peoples. 			
9:05 - 9:10	1. Approval of Agenda	Chair	For Approval
<ul style="list-style-type: none"> We have an ambitious agenda today. Your binders have the materials to support a smooth meeting. We need to be cognisant of the time during our discussions and may need to adapt the agenda along the way. The agenda is organized with strategic items in the morning and business items in the afternoon. As well, the Minister of Tourism, Arts and Culture will be by. She will be staying for lunch. It will be an opportunity to share a bit about yourself, and your role in the arts community. In Camera sessions are now part of the regular agenda. Any additions or comments on the agenda? <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> DRAFT COUNCIL MOTION: That Council accept the Agenda for the January 28, 2018 Meeting. </div>			
9:10 - 9:15	2. Approval of Minutes – October 11, 2018	Chair	For Approval
<ul style="list-style-type: none"> Susan and Jane, as Chair and Vice-Chair, have reviewed and confirmed the minutes with the Secretariat. We will review the two actions items next on the agenda. Any concerns, additions or deletions? <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> DRAFT COUNCIL MOTION: That Council accept the Minutes of the October 11, 2017 Meeting. </div>			
9:15 - 9:20	3. Review of Action Items – October 11, 2018	Chair	For Information

3.1 ACTION: The Performance Review Committee will send out instructions and forms, and set up telephone meetings with those members whose reviews are due this year.

- Please provide clarification

3.2 ACTION: June minutes were amended to reflect the March minutes (Item #16) as follows: "There was a discussion about BCAC nomenclature regarding the use of the terms 'staff, secretariat, Council, board'. The issue was referred to Governance and Executive committees to make recommendations and bring back to the board." March minutes to be amended accordingly.

- Both March and June minutes have both been amended with the new nomenclature of:
 - 'Council' when referring to the board and board members
 - 'Secretariat' when referring to the staff within the Ministry
- The revised minutes were not printed for your binder however; they are available on the Sharepoint site.

9:20 - 9:30	4. Report from the Chair	Chair	For Information
<ul style="list-style-type: none"> • Verbal report 			
9:30 - 10:15	5. Government Update & Questions and Answers	ADM & Executive Director	For Information
<ul style="list-style-type: none"> • Verbal Report 			
10:15 - 10:30	6. 2019 – Year at a Glance	Executive Director	For Discussion
<ul style="list-style-type: none"> • The Secretariat developed a Year at a Glance summary document to highlight the important dates of Government as well as provide the Council a better sense of what an annual business cycle entails for BCAC. • This item is for information and discussion; the Secretariat will walk through the document with us. • We will discuss criteria for selection of regional meeting locations at the end of this agenda item. 			
10:30 - 10:45	BREAK		
10:45 - 11:30	7. Strategic Plan Implementation	Executive Director	For Discussion
<ul style="list-style-type: none"> • The Secretariat has provided a summary document which outlines program adjustments to reflect the strategic plan as well as a forward looking document to give the Council a sense of budget allocations for three different budget lift scenarios. • Again, this item is for discussion; the Secretariat will walk through the document with us. 			
11:30 - 12:00	Minister Lisa Beare – Meet and Greet	Minister & Council	N/A
<ul style="list-style-type: none"> • Please welcome the Honourable Lisa Beare, Minister of Tourism, Arts and Culture, responsible for Sport and Multiculturalism. • As the Minister of Tourism, Arts and Culture she works to promote and strengthen B.C.'s dynamic tourism industry, as well as the vibrant arts, culture and sport community, to ensure that these sectors continue to thrive throughout the province and are valued and respected internationally. • She was elected as the MLA for Maple Ridge-Pitt Meadows in May 2017 but got her start in politics in 2014 when she was elected as a School Board Trustee for Maple Ridge-Pitt Meadows. 			

- Minister Beare grew up in Maple Ridge and is raising a young family in the community.

12:00 - 1:00

LUNCH WITH MINISTER

1:00 - 1:15

8. Report of the Program Committee

Vice-Chair

For Information

s.13

8.2 Equity Consultant

- The Secretariat is seeking to hire an Equity Consultant to conduct an equity audit of BC Arts Council policies and processes and develop a framework to guide consultations, outreach and the implementation of the *Equity, Diversity and Access* strategic direction.

Key points:

- An RFI will be issued through BC Bid in the next few weeks to:
 - reveal the scope of the arts equity field;
 - canvas market expertise; and
 - obtain high-level budget estimates from possible proponents.
- Following the RFI, working with the Ministry Procurement team, the Secretariat will decide whether or not to post a full RFP or to extend direct invitation to three potential proponents.
- Up to ^{s.13} has been earmarked for this work beginning this fiscal year.
- The current proposal will see the Equity Consultant working with BCAC for a period of up to one year.

Actions:

- No motions or approvals are required.**
- Encourage Council members to contribute to the process by making suggestions of proponents and/or sharing the RFI out within their networks.
- Secretariat commits to sending a link to all Council members once the RFI is posted.

8.3 Program Revision - Iterative Framework

- The Secretariat will be adopting an iterative approach to the revision of program guidelines to bring them into alignment with all four directions in the strategic plan.

Key points:

- Operating programs with a Spring 2019 intake (Theatre, Music, and Dance) will run on an annual cycle for

one year with modest adjustments to program assessment and use supplements.

- Full revision for the Fall 2019 intake, following the consultation and work of the Equity Consultant.
- Project programs will be adjusted throughout the coming fiscal year.

Actions:

- **No motions or approvals are required** as it is primarily an operational matter.

s.13,s.17

1:15 - 1:30	9. Report of the Sub Committees	Committee Chairs	For Information
<ul style="list-style-type: none"> • Executive <ul style="list-style-type: none"> ○ Rationale for motion to add Finance Chair includes: <ul style="list-style-type: none"> ▪ Allocation of funding is a primary and important role of the Council. ▪ To better utilize the skills and knowledge of the Finance committee members, it is proposed to elevate the Finance Chair to the Executive. <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>DRAFT COUNCIL MOTION: That Council amend the Terms of Reference to add the Finance Chair as a member of the Committee.</p> </div> <ul style="list-style-type: none"> • Communications • Finance • Governance • Indigenous Engagement • Strategic Planning Implementation 			
1:30 - 2:15	10. Operating Funding – Advisory Recommendations	Vice-Chair and Executive Director	For Approval
<ul style="list-style-type: none"> • The Fall Operating Assistance Advisory Recommendations are for Council approval. • Brian will lead us through each program and once complete, Jane will present the motion for approval. • At the end, we will have a short discussion about the Advice to Council provided by the advisories. <p>10.1 PROFESSIONAL ARTS FESTIVALS – STUDIO ARTS</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Festivals (Studio Arts) Advisory Committee’s recommendation of base operating assistance in the amount of up to \$335,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.</p> </div>			

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Performing Arts Festivals Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$115,895 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.3 VISUAL ARTS

DRAFT COUNCIL MOTION: THAT Council accepts the Visual Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$2,058,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Visual Arts Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Morris And Helen Belkin Art Gallery, Unit/Pitt: Society For Art & Critical Awareness, Projectile Publishing Society, Langham Cultural Society, Malaspina Printmakers Society, Vernon Public Art Gallery Society, 221a Artist Run Centre Society, West Vancouver Museum, Nelson Fine Art Centre Society (Oxygen Art Centre), Burnaby Art Gallery, Kootenay Gallery Of Art, History And Science, Grand Forks Art Gallery Society

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Visual Arts Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$330,630 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.4 PUBLIC MUSEUMS

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museum Advisory Committee's recommendation of base operating assistance in the amount of up to \$1,445,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museums Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Cortes Island Museum & Archives Society (Cimas), Cumberland & District Historical Society, Qualicum Beach Historical & Museum Society, Fernie & District Historical Society, New Westminster Museum And Archives, Bulkley Valley Historical & Museum Society, Kitimat Museum & Archives, Salmon Arm Museum And Heritage Association, Penticton Museum & Archives, Creston & District Historical & Museum Society.

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museums Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$244,280 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.5 MEDIA ARTS

DRAFT COUNCIL MOTION: THAT Council accepts the Media Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$258,150 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Media Arts Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Cinevic Society of Independent Filmmakers

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Media Arts Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$48,000 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.6 COMMUNITY ARTS ORGANIZATIONS

DRAFT COUNCIL MOTION: THAT Council accepts the Community Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$887,810 according to the attached spreadsheets and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Community Arts Advisory Committee's recommendation of retroactive Annual Performance awards for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$287,060 according to the attached spreadsheets, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.7 ARTS AND CULTURE SERVICE ORGANIZATIONS

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation of base operating assistance in the amount of up to \$775,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: British Columbia Choral Federation, Peace-Liard Regional Arts Council, Greater Vancouver Professional Theatre Alliance, Conseil Culturel Et Artistique Francophone, West Kootenay Regional Arts Council, Vancouver Ballet Society, Federation Of British Columbia Writers

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2018/19, in the amount of up to \$161,930 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.8 BOOK PUBLISHERS

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publisher's Advisory Committee's recommendation of operating assistance in the amount of up to \$799,200 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Simply Read Books Inc.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation to place ^{s.13} on the third iteration of Concerned Status, as per Council's Fair Notice Policy, and requests that staff communicate the rationale for this decision.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$133,200 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

3:00 - 3:15	BREAK		
3:15 - 3:30	11. Project Funding – Jury Approvals	Director	For Information
11.1	Scholarship Program		
11.2	Strategic Opportunities – Studio Arts / Performing Arts		
11.3	Touring Initiatives		
11.4	Professional Development – Performing Arts / Studio Arts		
11.5	Creative Writing Arts Awards		
11.6	Professional Projects		
11.7	Enhanced Capacity		
11.8	Community Arts Projects		

3:30 - 3:45	12. Consolidated Reports	Executive Director	For Information
12.1	Aggregate Report – April to December 2018		
12.2	Constituency Report – September to December 2018		
3:45 - 4:00	13. New Business	Chair	For Discussion
4:00 - 4:15	Adjournment	Chair	N/A
4:15 – 5:00	In Camera Session	Chair	N/A

Next Meetings:

Dates	Location
April 15/16, 2019	Victoria
June 20/21 , 2019	Vancouver
October 10/11, 2019	TBD (Regional)
January 27, 2020	Vancouver



MINUTES

BC ARTS COUNCIL BOARD MEETING

October 11th, 2018

Terrace, BC | Holiday Inn Express | 3059 BC-16, Thornhill, BC V8G 3N4

Attending: Susan Jackson (Chair), Jane Brindley (Vice Chair), Norman Armour, Manjot Bains, Ian Case, Phillip Djwa, Pat Henman, Dean Heron, Derral Moriyama, Simone Orlando, Yosef Wosk

Staff: Gillian Wood, Samantha Cowden, Nicole Neidhardt

Regrets: Lindsay Bailey, Jose Delgado-Guevera, Corinne Hunt, Pauline Nocente

1. WELCOME & ACKNOWLEDGEMENT OF TERRITORIES

- Jane Brindley presented the acknowledgement of Territories

2. APPROVAL OF AGENDA

- Amendment: Add In Camera session at the end of meeting

COUNCIL MOTION: THAT Council accept the Agenda for the October 11, 2018 meeting.
Y. Wosk, D. Moriyama - PASSED

3. APPROVAL OF MINUTES

ACTION: June minutes to be amended to reflect the request for amendment to the March minutes (Item #16) as follows: "There was a discussion about BCAC nomenclature regarding the use of the terms 'staff, secretariat, Council, board'. The issue was referred to Governance and Executive committees to make recommendations and bring back to the board." March minutes to be amended accordingly

COUNCIL MOTION: THAT Council accept the Minutes for the June 21-22, 2018 meeting.
D. Moriyama, I. Case - PASSED

4. BUSINESS ARISING FROM MINUTES

4.1 Executive Director to circulate final version of Strategic Plan (Staff).

- 4.2 Executive Director to provide revised org chart for two branches (Staff).
- 4.3 Ensure all future spreadsheets have same columns going forward (Staff).
- 4.4 The Indigenous Engagement Committee and staff will arrange for an Indigenous speaker at the October meeting in Terrace.
- 4.5 Bring Amplify BC grants list to October meeting.
- 4.6 Executive Director to ask Prem Gill from Creative BC to speak at future meeting
- 4.7 Send all members fall advisory dates to observe advisory meetings (Staff)

5. REPORT OF THE CHAIR

- The Chair presented her report

6. REPORT OF THE EXECUTIVE DIRECTOR

- The Executive Director presented her report

7. FUNDING REPORTS FOR INFORMATION (PROJECTS)

Presented 2018-19 reports for:

- 7.1 Professional Theatre Projects
- 7.2 Professional Development – Performing Arts (first intake)
- 7.3 Professional Development – Studio Arts (first intake)
- 7.4 Touring Initiatives
- 7.5 Professional Dance Projects
- 7.6 Professional Music Projects
- 7.7 Media Arts Awards
- 7.8 Early Career Development Performing Arts
- 7.9 Early Career Development Studio Arts
- 7.10 Scholarships

8. REPORTS FOR INFORMATION/DISCUSSION

- 8.1. Aggregate Report Final - 2017/18
- 8.2. Aggregate Report 2018/19 April 1 to September 4, 2018
- 8.3. BCAC Constituency Report June 13 to September 4, 2018
- 8.4. Regional Report - April 1 – September 4, 2018

9. REPORT OF THE FINANCE COMMITTEE

COUNCIL MOTION: THAT Council follow the approach approved at the June 2018 Board meeting to allocate the increase to the Operating Assistance Program grants budget for 2018/19 as follows for the Fall 2018 intake (Arts Service Organizations, Book Publishers, Media Arts Organizations, Professional Arts Festivals, Public Museums, Visual Arts Organizations, Community Arts Organizations):

- Advisories will review Concerned Status and Annual Status applications as usual.
- All organizations on Extended Cycle within the Professional Program Stream will have their base operating grant continued at 2017/18 levels, except organizations currently receiving <\$20K in operating assistance, who will have their base operating grant reset to \$20K, regardless of where they are at in their funding cycle.
- Any specific advice from the 2017/18 Advisories vis-à-vis potential funding increases will be implemented, if possible.
- One-time supplementary grants of an average of approximately 18-22% of 2017/18 operating grant to be awarded to all returning operating clients within the Professional Stream, except those which, by being brought up to the new base minimum of \$20K, already saw a percentage increase of more than that allocated to their program discipline. Supplementary grant amounts will be proposed by staff, based on the overall funding picture within each discipline. Advisory Committees will review the proposed amounts and make recommendations for approval by Council.

N. Armour, J. Brindley - PASSED

COUNCIL MOTION: THAT Council accepts the recommendation of the 2017/18 Professional Arts Festivals (Studio Arts) Advisory Committee to bring Capture Photography Festival Society into the Operating Assistance program for \$20,000 (Professional Arts Festivals – Studio Arts), based on the availability of new funds for the program for 2018/19.

P. Djwa, D. Heron - PASSED

10. REPORT OF THE GOVERNANCE COMMITTEE

- The Vice-Chair read the report on behalf of the Committee Chair Pauline Nocente.

ACTION: The Performance Review Committee will send out instructions and forms, and set up telephone meetings with those members whose reviews are due this year.

11. REPORT OF THE INDIGENOUS ENGAGEMENT COMMITTEE

- Chair Corrine Hunt has stepped down. The role of Chair going forward will be assumed by Dean Heron.

12. REPORT OF THE PROGRAM COMMITTEE

- The Chair of the Committee presented the report and associated support materials and notes.

13. REPORT OF THE COMMUNICATIONS COMMITTEE

- The Chair of the Committee presented the report

14. REPORT OF THE STRATEGIC PLANNING COMMITTEE

- The Executive Director presented the report on behalf of Committee Chair Lindsay Bailey.

15. NEW BUSINESS

- Y. Wosk will be joining the Program Committee
- Board discussion regarding how productive the Terrace community meeting was and that the Board would like to engage in these kinds of community outreach sessions on a more regular basis.

16. NEXT MEETING:

January 28-29, 2019 – Vancouver, B.C.

March 18-19, 2019 – Victoria, B.C.

June 24-25, 2019 – Richmond, B.C.

17. *ADJOURNMENT* MOTION TO AJOURN AT 4:32 – MOTION PASSED

MINUTES

BC Arts Council Meeting

March 23, 2018

Victoria | Inn at the Laurel Point – 680 Montreal St.

Rogers Suite – March 23, 2018

Attending: Susan Jackson (Chair), Jane Brindley (Vice-Chair), Lindsay Bailey, Manjot Bains, Ian Case, Joseph Cross, Corrine Hunt, Donna Moore, Derral Moriyama, Joe Smith, Yosef Wosk.

Secretariat in Attendance: Gillian Wood, Sarah Durno, Chris Gilpin, Nicole Neidhardt, Cody Tolmie

Regrets: Dean Heron, Emily Molnar, Pauline Nocente

1. WELCOME & ACKNOWLEDGEMENT OF TERRITORIES

Territorial acknowledgement that this meeting occurs on the traditional and unceded territories of the Lekwungen people, Esquimalt and Songhees First Nations, made by Corrine Hunt.

2. APPROVAL OF AGENDA

DRAFT COUNCIL MOTION: That Council accept the Agenda for the March 23, 2018 Meeting.

Joseph/Joe, carried.

3. APPROVAL OF MINUTES

DRAFT COUNCIL MOTION: That Council accept the Minutes of the January 2018 meeting.

Derral/Jane, carried.

4. STRATEGIC PLANNING SESSION

Lindsay Bailey led the council in a discussion of the draft strategic plan.

5. INDIGENOUS ENGAGEMENT SESSION

Nicole Neidhardt and Cody Tolmie presented background and led discussion on the secretariat committee: Truth and Reconciliation in Action Committee (TRAC).

DRAFT COUNCIL MOTION: THAT Council ratify changes to the Terms of Reference of the Indigenous Engagement Committee, including amendment to change maximum number of participants from 5 to 8.

Derral / Jane, carried.

6. BUSINESS ARISING FROM MINUTES

6.1 Separate regional breakdown from table and add bar chart for next regional breakdown report. (Secretariat)

Improvements added to current report. Bar chart to be added to future reports.

6.2 Examine the Advisory Committee comment below and prepare information note for the Program Committee: (Secretariat)

s.13

b. Members encouraged the council to adopt a clearer definition of engagement as it pertains to working with new media artists outside of the Lower Mainland and CRD"

Tabled to June meeting.

6.3 Examine the Advisory Committee comment below and prepare information note for Program Committee. s.13

s.13

Tabled to June meeting.

7. REPORT OF THE CHAIR

Susan Jackson, Council Chair, presented her report.

DRAFT COUNCIL MOTION: THAT Council ratify changes to the Terms of Reference of the Executive Committee

Jane / Joe, carried.

8. REPORT OF THE EXECUTIVE DIRECTOR

Gillian Wood, Executive Director, presented her report.

9 REPORT OF THE FINANCE COMMITTEE

DRAFT COUNCIL MOTION: THAT Council ratify the Finance and Executive Committees' approval of the 2017/18 Program Budget, totalling \$29,000,000.

Derral / Yosef, carried.

10 FUNDING REPORTS FOR APPROVAL

10.1 Block Publishing

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation of operating assistance in the amount of up to \$640,000 according to the attached spreadsheet and requests that secretariat convey to recipients any comments and conditions relating to the awards.

Manjot / Joseph, carried.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation to place s.13.1 on the second iteration of Concerned Status, as per Council's Fair Notice Policy, and requests that secretariat communicate the rationale for this decision.

Donna / Ian, carried.

11 FUNDING REPORTS FOR INFORMATION

- 11.1 Title Assistance
- 11.2 Community Festivals
- 11.3 Media Arts Awards
- 11.4 Professional Development – Performing Arts
- 11.5 Professional Development – Studio Arts
- 11.6 Touring Initiatives
- 11.7 Visual Arts Awards – Category I
- 11.8 Visual Arts Awards – Category II
- 11.9 Youth Engagement – Performing Arts
- 11.10 Youth Engagement – Studio Arts

12 REPORTS FOR INFORMATION/DISCUSSION

- 12.1 Aggregate Report
- 12.2 Constituency Report

13 REPORT OF THE GOVERNANCE COMMITTEE

DRAFT COUNCIL MOTION: THAT Council ratify changes to the Terms of Reference of the Governance Committee

Motion tabled to June meeting.

14 REPORT OF THE PROGRAM COMMITTEE

Report presented by Committee Chair, Jane Brindley.

DRAFT COUNCIL MOTION: THAT Council ratify changes to the Terms of Reference of the Program Committee

Jane / Derral, carried.

DRAFT COUNCIL MOTION: THAT Council accept the Program Committee's recommendation to allow human history museums embedded in post-secondary institutions to apply for project or operating support through the Public Museums programs in alignment with existing eligibility criteria.

Jane / Joe, carried.

15 REPORT OF THE COMMUNICATIONS COMMITTEE

Report presented by Committee Chair, Joe Smith.

ACTION: Sarah and Joe to arrange conference call between committee members and GCPE secretariat.

16 NEW BUSINESS

16.1 Terminology for appointed members and secretariat

Referring to the BC Arts Council mandate, the appointed members will henceforth be known as "The Council" and related secretariat will be known as "The Secretariat".

Abstract Gallery

Attending: Susan Jackson (the Chair), Jane Brindley, Manjot Bains, Ian Case, Joseph Cross, Dean Heron, Emily Molnar, Donna Moore, Derral Moriyama, Joe Smith, Yosef Wosk

Staff: Gillian Wood, Sarah Durno. Allison Bottomley (June 21 only)

Regrets: Lindsay Bailey, Corinne Hunt, Pauline Nocente

1. Welcome & Acknowledgement of territories

D. Heron presented the following acknowledgement:

The BC Arts Council acknowledges it carries out its work on the traditional territories of indigenous nations throughout British Columbia. We pay our respects to the Elders, past and present, descendants and custodians of these lands. We honour the knowledge keepers and the continuing relationships with indigenous people in B.C. that develop through our work together. Today we thank the Squamish, Tsleil-waututh and Musqueam First Nations for allowing us to meet and do this work within their traditional unceded territories.

2. APPROVAL OF AGENDA

S.13

s.13 i. The Chair responded that his items would go forward to the next program committee, and we would also be having council's responsibility for public education, advocacy and research addressed by Trish Rorison and through the committee structure. A note was also added to add Strategic Planning committee report to agenda under item 10.

DRAFT COUNCIL MOTION: That Council accept the Agenda for the June 2018 Meeting.
I. Case, D. Moriyama. Passed.

3. APPROVAL OF MINUTES

DRAFT COUNCIL MOTION: That Council accept the Minutes for the March 2018 Meeting. M. Bains, D. Moriyama. Approved.

4. BUSINESS ARISING FROM MINUTES

Staff reported that the below items were underway for the fall round of operating and project intakes.

4.1 Examine the Advisory Committee comment below and prepare information note for the Program Committee: (Staff)

s.13

b. Members encouraged the council to adopt a clearer definition of engagement as it pertains to working with new media artists outside of the Lower Mainland and CRD”

4.2 Examine the Advisory Committee comment below and prepare information note for Program Committee.

s.13

4.3 Sarah and Joe to arrange conference call between committee members and GCPE staff.

5. REPORT OF THE CHAIR

The Chair presented her report, including yesterday’s update that Strategic Plan launch event has been rescheduled to July 4, 1pm, Polygon Gallery. The Executive Director noted that the final version of Strategic Plan would be available for circulation to council next week.

ACTION: The Executive Director to circulate final version of Strategic Plan.

6. REPORT OF THE EXECUTIVE DIRECTOR

The executive director noted a small amendment to application data in her report- 2648 applications received in 2017/18 with 1419 grants awarded. The chair asked to have a revised org chart showing new area under Brian Jonker.

ACTION: Executive Director to provide revised org chart for two branches.

7. FUNDING REPORTS FOR APPROVAL

ACTION: Ensure all spreadsheets in the future have same columns going forward.

ACTION- Bring Amplify BC grants list to October meeting. Executive Director to arrange for Prem Gill, CEO, Creative BC to speak at a future meeting

7.1 Arts Training

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Training Advisory Committee's recommendation of operating assistance in the amount of up to \$372,550 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards. D. Heron, I. Case. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Training Advisory Committee's recommendation to provide \$23,050 in Annual Operating Assistance to Pacific Region International Summer Music Academy Association (PRISMA), and communicate the rationale for this decision. I. Case, Y. Wosk. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Training Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards:

- The Canadian Heritage Arts Society (\$10,000)**
- Prince George Conservatory of Music (\$10,000)**

I. Case, D. Moore. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Training Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year in the amount of up to \$47,000 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards. D. Moriyama, D. Heron. Passed

7.2 Dance

Emily Molnar withdrew due to conflict of interest.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Dance Advisory Committee's recommendation of operating assistance in the amount of up to \$719,600 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards. D. Moore, M. Bains. Passed

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Dance Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards:

- The 605 Collective Dance Society (\$3,600)
 - Company Erasga Dance Society (\$3,000)
 - Dancers of Damelahamid Society (\$3,000)
 - Karen Jamieson Dance Society (\$5,000)
 - Mascal Dance Society (\$5,000)
 - New Performance Works Society (\$1,000)
 - Out Innerspace Dance Theatre and Film Society (\$2,000)
 - Raven Spirit Dance Society (\$5,000)
 - Rosario Ancer Flamenco Arts Society (\$2,000)
- Y. Wosk, J. Smith. Passed**

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Dance Advisory Committee's recommendation to provide \$20,000 in Annual Operating Assistance to Ballet Kelowna Society, based on the specific recommendations of the 2017/18 Advisory Committee, and communicate the rationale for this decision. D. Moriyama, D. Heron. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Dance Advisory Committee's recommendation to provide \$20,000 in Annual Operating Assistance to Plastic Orchid Factory Society, based on the specific recommendations of the 2017/18 Advisory Committee, and communicate the rationale for this decision. D. Moore, D. Moriyama. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Dance Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$101,916 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards. I. Case, J. Cross. Passed.

7.3 Music

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Music Advisory Committee's recommendation of operating assistance in the amount of up to \$2,677,120 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards. D. Heron, E. Molnar. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Music Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards:

- Music on Main Society (\$1,000)
- Music Intima Society (\$3,320)
- Symphony of the Kootenays Association (\$13,250)
- Vancouver Bach Choir (\$750)
- Vancouver Cantata Society (\$6,800)
- Vancouver Island Symphony (\$5,000) Y. Wosk, D. Moriyama. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Music Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$460,348 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards. E. Molnar, M. Baines. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Music Advisory Committee's recommendation that Vancouver Opera Association be placed on a second year of Concerned Status and communicate the rationale for this decision. M. Bains, D. Heron. Passed.

7.4 Theatre

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Theatre Advisory Committee's recommendation of operating assistance in the amount of up to \$1,950,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards. I. Case, D. Moore. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Theatre Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$350,130 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards. I. Case, E. Molnar. Passed.

7.5 Arts Periodicals

DRAFT COUNCIL MOTION: THAT Council accepts the Literary Arts Advisory Committee's recommendation of operating assistance in the amount of up to \$209,300 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards. I. Case, J. Smith. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Literary Arts Advisory Committee's recommendation to provide \$20,000 in Annual Operating Support to SAD Magazine, and communicate the rationale for this decision. E. Molnar, D. Moriyama. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Literary Arts Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards:

- West Coast Feminist Literary Magazine Society (\$2,000)
- Event (The Douglas College Review) (\$9,700)
- Malahat Review (\$11,000)
- Capilano Review Contemporary Arts Society (\$2,000)
- Prism International (\$1,100)
- Poetry Is Dead Magazine Society (\$13,000)
- Sub-Terrain Literary Collective Society (\$8,200)

Y. Wosk, I. Case. Passed.

DRAFT COUNCIL MOTION: THAT Council accepts the Literary Arts Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year in the amount of up to \$9,800 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards. E. Molnar, J. Cross. Passed.

Action- Director to send all members fall advisory dates to observe advisory meetings

PRESENTATIONS:

1. Allison Bottomley presented the framework for the 2018-2022 strategic plan implementation strategy
2. Communications Director Trish Rorison
3. Assistant Deputy Minister Claire Avison

8. FUNDING REPORTS FOR INFORMATION (PROJECTS)

8.1 Arts Training

8.2 Literary/Arts Periodicals

8.3 Arts Based Community Development and LTK Awards

9. REPORTS FOR INFORMATION/DISCUSSION

9.1 Aggregate Report 2017-2018 FINAL

9.2 Aggregate Report 2018-2019 to date

9.3 Constituency Report April 1- June 12

9.4 Regional Report April 1- June 12

10. REPORT OF THE STRATEGIC PLANNING COMMITTEE

There was no report provided.

11. REPORT OF THE FINANCE COMMITTEE

DRAFT COUNCIL MOTION: THAT Council accepts the Finance Committee's recommendation to increase overall allocation to Professional Operating Assistance programs by up to \$224,200, in alignment with Council's priority to raise minimum operating assistance to \$20,000, and bring four new clients into the operating assistance stream. E. Molnar, D. Heron. Passed

12. REPORT OF THE GOVERNANCE COMMITTEE

The Chair made a verbal report noting that performance reviews are ongoing and the highest priority remains recruitment for council membership.

DRAFT COUNCIL MOTION: THAT Council accepts the Governance Committee's recommendation to amend the Terms of Reference to state that the Chair of the Governance Committee will sit on the Executive Committee. J. Brindley, D. Moriyama. Passed

13. REPORT OF THE INDIGENOUS ENGAGEMENT COMMITTEE

The Chair made a verbal report that she and the Chair of the Committee (C. Hunt) have spoken about the opportunity to provide professional development for all members to learn about indigenous history of the province. The Committee will arrange for an indigenous speaker at the October meeting in Terrace.

14 REPORT OF THE PROGRAM COMMITTEE

The Chair of the Committee presented the report and associated support materials and notes.

DRAFT COUNCIL MOTION: THAT Council accepts the Program Committee's recommendation to support staff's plan to continue studying and implementing best practices with regards to Respectful Workplaces. M. Bains, D. Moriyama. Passed

15. REPORT OF THE COMMUNICATIONS COMMITTEE

No report was provided

16. NEW BUSINESS

17. CORRESPONDENCE

18. NEXT MEETINGS

October 10-12- Terrace

January TBD – Vancouver

March TBD – Victoria

Further meetings will be scheduled at the next executive committee meeting and will better align with Council business and adjudication schedules.

ADJOURNMENT motion to adjourn. All passed.

ACTION ITEMS:

ACTION: Executive Director to circulate final version of Strategic Plan (Staff).

ACTION: Executive Director to provide revised org chart for two branches (Staff).

ACTION: Ensure all spreadsheets in the future have same columns going forward (Staff).

ACTION: -The Indigenous Engagement Committee and staff will arrange for an indigenous speaker at the October meeting in Terrace.

ACTION- Bring Amplify BC grants list to October meeting.

ACTION- Executive Director to ask Prem Gill to speak at future meeting

ACTION- Send all members fall advisory dates to observe advisory meetings (Staff)

17 CORRESPONDENCE

18 NEXT MEETINGS

June 22, 2018- Vancouver (possible site visit/reception on June 21, TBD)

October 10, 11, 12, 2018- TBD

January, 2019- Vancouver

March, 2019- Victoria

19 *ADJOURNMENT*

Susan / Jane, carried.

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Information Note Advice to the Council

Date: January 14, 2019

Issue: Partnership with the Vancouver Foundation: Arts and Social Innovation Program

Background/Facts:

- In 2017, the BC Arts Council (BCAC) explored opportunities to support artists, and arts and cultural organizations to engage in the field of social innovation.
- Social innovation is an initiative, product, process or program that changes or influences any system.
- Vancouver Foundation (VF) has direction from their board to support innovative projects that address root causes of pressing social, environmental and cultural issues in ways that lead to systemic change or social innovation.
- Discussions with VF led to a partnership to develop an *Arts and Social Innovation Program* (program) that supported arts and cultural projects in making meaningful and lasting change in communities.
- BCAC contributed \$150K (FY 2017/18) and VF contributed \$80K however, VF is also responsible for administration, coordination, promotion and delivery of the program.
- The program intends to select and support a cohort of 12 teams in developing projects—specifically examining barriers to equity, diversity, and access. The teams will be provided coaching and will delve into the concept/methodology of social innovation, and how to apply it to their project design.
- By the end, the teams will have project proposals ready for applying to funding calls from VF or BCAC.
- The program is open to arts and culture organizations as well as organizations that have a history of dedicated arts programming or working with artists.
 - However, working with those outside the applicant organization is required as no more than two members of the three to four member team can be from one organization.
- In Fall 2018, VF offered in-person information sessions in Surrey, Victoria, Vancouver (2), Kamloops, Kelowna, and Prince George, as well as three webinars.
 - Participation in the information sessions is a pre-requisite to apply to the program.
- The deadline for *letters of intent* to participate in the coaching sessions is January 14th, 2019. Teams will be notified early February to attend the sessions from March to June 2019.

Analysis:

- BCAC will strongly benefit and learn from VF's expertise in the field of social innovation and its capacity to deliver a multi-phased program.
- Supporting work in the area of social innovation as it relates to the arts aligns well with the directions of the new BCAC strategic plan, particularly the direction of *Equity, Diversity and Access*.
- The results of the program will give further insight in the field of arts and social innovation, and may affect future BCAC programming or funding decisions.

Next Steps:

- Participate in the assessment process of applicants between January 15th and February 4th.
- Review and analyse results of program in Fall 2019 to determine if further action is required in the area of arts and social innovation and/or a partnership should be renewed with VF.

Committee Recommendations (if applicable):

- [Committee to comment or provide motion if required]

Attachment(s): Attachment 1: BCAC - Summary of Guideline Changes re. Respectful Workplaces (pdf)
Attachment 2: DRAFT RFI for Equity Consultant (pdf)

Contact: Brian Jonker, Executive Director, (250) 217-3991

BC Arts Council - 2019 YEAR AT A GLANCE

FY 2019/20											
4th Quarter			3rd Quarter			2nd Quarter			1st Quarter		
January 2019	February 2019	March 2019	October 2019	November 2019	December 2019	July 2019	August 2019	September 2019	June 2019	May 2019	April 2019
LEGISLATIVE REQUIREMENTS	THRONES SPEECH - FEB 12 BUDGET DAY - FEB 19	FISCAL YEAR END	In session: OCT 7 - OCT 10 In session: OCT 21 - NOV 7 In session: NOV 18 - NOV 28		BOARD REAPPOINTMENTS	BOARD REAPPOINTMENTS			ANNUAL REPORT • Prepare report on the status of arts and culture in B.C. • Prepare financial statement of previous FY In session: APR 29 - MAY 16 In session: MAY 27 - MAY 30	COUNCIL MEETING • Approve Budget • Approve partner agreements • Invite Secretariat • Annual Report • Approve Spring Advisory recommendations • Distribute + release	BOARD REAPPOINTMENTS
COUNCIL BOARD	COUNCIL MEETING • Approve Fall Advisory recommendations • Review program proposals • Determine regional meeting location	STAKEHOLDER MEETING • Meet with FPCC executive	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits	COUNCIL MEETING • Regional meeting • Site visits
SECRETARIAT & PROGRAM SUPPORT	JANUARY BOARD MEETING PREP • Prepare working budget	BUDGET PREP • Prepare working budget	JUNE BOARD MEETING PREP • Release of Annual Report • Spring results - NR • New Board members - NR	OCTOBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR	SEPTEMBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR	SEPTEMBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR	SEPTEMBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR	SEPTEMBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR	SEPTEMBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR	SEPTEMBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR	SEPTEMBER BOARD MEETING PREP • Set Adjudication dates (Fall/Winter) • Scholarships results - NR
STAKEHOLDER EVENTS	JANUARY 15 Youth Engagement Program	FEBRUARY 15 Community Arts Festivals	OCTOBER 15 FALL PROJECTS: Book Publishers, Community Arts, Media Arts, Museums, Indigenous Cultural Centres and Visual Arts, Prof. Arts Festivals	NOVEMBER 15 Visual Artists/Crafts Artists/Critics/Curators Projects; Touring Initiatives	DECEMBER 1 Co-op Placements; Professional Development Projects; Touring Initiatives	OCTOBER 15 FALL PROJECTS: Book Publishers, Community Arts, Media Arts, Museums, Indigenous Cultural Centres and Visual Arts, Prof. Arts Festivals	NOVEMBER 15 Visual Artists/Crafts Artists/Critics/Curators Projects; Touring Initiatives	DECEMBER 1 Co-op Placements; Professional Development Projects; Touring Initiatives	OCTOBER 15 FALL PROJECTS: Book Publishers, Community Arts, Media Arts, Museums, Indigenous Cultural Centres and Visual Arts, Prof. Arts Festivals	NOVEMBER 15 Visual Artists/Crafts Artists/Critics/Curators Projects; Touring Initiatives	DECEMBER 1 Co-op Placements; Professional Development Projects; Touring Initiatives

* Must submit to the Minister within 90 days of FYE
* Must be laid before the Legislative Assembly within 120 days of FYE or within 15 days after the opening of the following session.

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Attachment 1: BC Arts Council – Summary of Guideline Changes re. Respectful Workplaces

- 1) Signed Declaration on Application Form to include provisions to provide safe workplace and adhere to all relevant legal obligations.

DECLARATION	
Submitting Officer	<input type="checkbox"/> President <input type="checkbox"/> Board Chair
_____	_____
(print name)	(print name)

(print title)	
In submitting this application, we the undersigned hereby declare that:	
a. the applicant meets all of the criteria of fundamental eligibility for this program;	
b. this application has been approved by the board of directors of the society;	
c. to the best of our knowledge and belief the information provided in this application is complete and true in every respect;	
d. the society has complied with all requirements of the Criminal Records Review Act (R.S.B.C. 1996 c.86) and the Society Act (S.B.C. 2015 c.18) in every respect applicable to the society;	
e. the society abides by all applicable municipal, provincial or territorial employment legislation, including but not limited to that relating to employment standards, occupational health and safety, and human rights;	
f. the society is committed to providing safe and respectful working conditions and to fostering a workplace free from discrimination, harassment and sexual misconduct;	
g. any personal information submitted with this application has been done so with authorization from the individual(s) concerned;	
<i>The information on this application is collected in accordance with Section 26(c) of the Freedom of Information and Protection of Privacy Act and will be used for the following purposes: tracking and distributing funding, program evaluation and development, communication and outreach.</i>	
If you have questions about the collection, use, or disclosure of personal information please contact: Director, BC Arts Council, 800 Johnson Street, Victoria, BC, V8W 9W3 Phone: (778) 698-3533	
_____	_____
Signature of Submitting Officer	Signature of President / Board Chair
_____	_____
Date signed	Date signed

- 2) Conditions for Payment of Awards to include:

- Failure to comply with legal obligations.
- Significant risk of insolvency or bankruptcy.
- Failure to respect the commitment to provide a workplace free from harassment, discrimination and sexual misconduct

And requirements to report major changes, including:

- major changes to proposed activities;
- changes in legal status, ownership, corporate structure, name, or mandate; danger of insolvency, bankruptcy, or credit protection;
- legal proceedings that pose a financial or reputational risk.

PAYMENT OF AWARDS

All payments of grant monies to the grant recipient are subject to an authorizing appropriation under the Financial Administration Act.

Grant recipients must promptly inform the BC Arts Council of substantive changes to the organization, including:

- Significant shifts in structure, staffing or activities
- Major changes to proposed activities;
- Changes in legal status, ownership, corporate structure, name, or mandate;
- Danger of insolvency, bankruptcy, or credit protection;
- Legal proceedings that pose a financial or reputational risk.

The British Columbia Arts Council reserves the right to redistribute, delay or suspend payments if the organization:

- Does not carry out its planned program of activities.
- Undergoes major changes in artistic or administrative direction.
- Does not meet its obligations as a grant recipient, including submission of final reports to the Council.
- Fails to comply with legal obligations.
- Demonstrates significant risk of insolvency or bankruptcy.
- Fails to respect the commitment to provide a safe and respectful workplace free from harassment, discrimination and sexual misconduct.

Advisory Committees and/or Council staff may also require organizations to provide additional information on an annual basis based on specific criteria or eligibility or policy concerns. In those cases, grants may be conditional or subject to adjustment based on these Payment of Awards guidelines, based on the information submitted, the recommendation of the peer review committee, and approval by Council.

- 3) Adapt written statement from Board chair to include specific questions on governance and workplace safety.

Part 4: Organizational Capacity (25%):

The Advisory Committee will assess the organization's management, leadership and human resources, including policies, planning and governance, as they contribute to the sustainability, resilience, and capacity of the organization.

Numbers 1-3 to be answered by the Executive Director or equivalent, identified at the top of the section.

1. *Outline the organization's current financial position, addressing any existing or projected deficit or surplus, plans regarding the elimination of debt, or the intended use of surpluses and/or reserved funds).*
2. *Provide concise descriptions of up to three factors that influence your organization's current capacity and sustainability.*
3. *Provide concise descriptions of the major challenges or opportunities your organization anticipates facing within the next three years, along with the solutions and steps under consideration to address them .*

Number 4 to be answered by the Board Chair or equivalent, identified at the top of the section.

4. *What is the role of the board in fostering a healthy, sustainable workplace and organization that is well-positioned to support its membership? Provide up to three examples of its active role in supporting the organization's artistic and organizational development*

4) Adapt assessment criteria to include provision of safe and respectful working conditions.

ORGANIZATIONAL CAPACITY (25%)

The Advisory Committee will assess the organization's management, leadership and human resources, including policies, planning and governance, as they contribute to the sustainability, resilience, and capacity of the organization.

The Advisory Committee may consider the following:

- The achievability of proposed service delivery plans, based on organizational capacity.
- The internal and external factors contributing to the organization's current and potential capacity across all areas, including programming and service, communication, membership development, marketing, fund development, financial management, engagement, human resources and governance.
- Analysis of current financial position, including appropriate working capital ratio and management of surplus or deficit situations, and reserve and/or restricted funds.
- Presentation of realistic budget assumptions and projections, with a diversified revenue base including earned revenues, federal and local government support and private fundraising.
- Opportunities for professional development for staff and the board of directors.
- Quality of staff and employee recruitment, tenure and succession planning.
- Level of volunteer activity, including number of volunteers and their function, as it serves the artistic/curatorial vision and community engagement objectives.
- Structure, level of activity and function of the board as it serves the mandate, mission and core values, including board tenure, self-assessment initiatives and quality of recruitment and succession planning.
- Governance practices and policies.
- Level of professional fees and other compensation for staff, contractors and employees, including culturally appropriate support.
- The quality of working conditions for employees, volunteers and others involved in the organization and/or its activities, including measures taken to create and maintain a safe work environment that is free of harassment and discrimination and promote cultural safety.

5) Changes to the Charge to the Advisory Committee/Jury and Guide for Assessors to equip Program Officers and adjudicators.

From Guide for Assessors:

SAFE & RESPECTFUL WORKPLACES



The BC Arts Council, like other arts funding agencies and cultural organizations across the country and around the world, is committed to its role in promoting safe and respectful workplaces within the organizations and projects it funds. We continue to actively research best practices in collaboration with communities on this evolving issue. If you feel that there is a concern regarding an applicant's ability to provide a safe and respectful workplace, and you are comfortable sharing, we ask that you discuss this with the program officer prior to the meeting. All information shared will be kept confidential. You and the program officer can further discuss whether or not the information should be brought to the attention of the other jurors during the assessment process. We will not, in any circumstance, share this information with other individuals or organizations without your permission, including other jurors, assessors, corporations or individuals, except when applicable by law.

Only substantiated claims can be discussed as part of the assessment process. However, substantiated does not necessarily mean proven. For example, an allegation that has been made public in the media and where there are identified accusers, could reasonably be considered substantiated. Unsubstantiated claims include third party information and anonymous accusations (even if they have been made public or shared via social media). Bringing forward claims during the jury process that are speculative or unsubstantiated poses the risk of compromising the integrity of the Council committee process.

The BC Arts Council will determine whether the concern is relevant to the assessment criteria, if it is substantiated, and can be brought forward for consideration. If you feel that you are not able to evaluate the application fairly against the assessment criteria, you should declare a conflict of interest. Again, this can be discussed in confidentiality with the program officer prior to the meeting. We hope to identify any concerns in the early stages of the jury process in order to effectively take action or next steps that will ensure we are maintaining a safe and respectful workplace for everyone.



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- 6) Requirement to provide HR policies outlining how the organization fosters workplace safety and eliminates harassment.

Operating Assistance – Arts and Cultural Service Organizations
Application Checklist

It is the applicant's responsibility to ensure applications are complete and all application requirements are included. The BC Arts Council will not contact applicants to address errors in applications or missing application requirements, including support material, other than that required to determine eligibility. Eligible applications and any supporting material will be assessed as they have been submitted.

Application packages must be assembled in the order listed below.

The application should be printed single-sided, on standard letter-sized white paper and submitted unbound and without staples.

- ☐ A signed, completed Operating Assistance – Arts and Cultural Service Organizations application form, including CADAC ID number.
- ☐ A written statement, responding to all questions on pages 2-3, of no more than 12 pages, including a 2 page Organizational Profile (Part 1).
- ☐ A list of the organization's current board of directors or governing body, including their occupations and start dates.
- ☐ A list of administrative and artistic or significant contractors, giving name and title or responsibility (include if permanent/seasonal and full-time/part-time).
- ☐ A completed SUMMARY OF MAJOR ACTIVITIES AND PROGRAMS (pgs. 5, 6 & 7) for current year and for the proposed years.
- ☐ Two copies of your organization's most recent Financial Statements (*see Guidelines*).
- ☐ Six copies each of the most recent membership publication(s).
- ☐ One copy of any current planning documents, if not previously submitted.
- ☐ One copy of any current organizational policy documents, such as human resource policies, if not previously submitted.
- ☐ A completed Application Checklist.

Also ensure that:

- ☐ All required financial and statistical information has been entered and uploaded to CADAC for reconciliation and validation.



Request for Information (RFI)

Number: **RFI19-BCAC-002**

The Ministry of Tourism, Arts and Culture is requesting information from interested parties for the supply of an Equity Consultant for up to 12 months. This RFI is intended to gather information that could assist the Province in the development of a future procurement process. In the event that sufficient information is received, the Ministry may, but is not obligated to, initiate a competitive bidding opportunity.

The Ministry of Tourism, Arts and Culture brings together tourism, sport, arts, culture and multiculturalism programs and services to ensure that the people of British Columbia have the opportunity to reach their full potential. This structure contributes to B.C.'s tourism and creative sectors, prioritizes opportunities for participation in sport and the arts and supports and promotes an inclusive society for all B.C.'s diverse cultures and groups.

The Ministry oversees five Crown corporations including Destination BC, the BC Pavilion Corporation, the Royal BC Museum, the Knowledge Network and the BC Games Society. The Ministry also provides oversight to the Office of the BC Athletic Commissioner. The Ministry works with the BC Arts Council to support cultural and artistic diversity in the province and with viaSport to engage and unify British Columbians through the power of sport.

The Ministry of Tourism, Arts and Culture current mandate includes increasing investment to both the BC Arts Council and Creative BC, establishing an arts infrastructure fund, ensuring that B.C. film and TV makers get their fair share of federal investments and working with the Minister of Finance to expand B.C.'s film labour tax credit to include B.C. writers.

BRIEF BACKGROUND STATEMENT

The overarching purpose of the British Columbia Arts Council (BCAC) branch of the Ministry of Tourism, Arts and Culture is to support BC's arts and culture sector through grant funding, research, policy development, programming, partnerships, and outreach. BCAC was established in 1995 under the Arts Council Act. It is comprised of a 15-member appointed Council and a secretariat of ministry staff. BCAC's primary function has been to develop and administer funding programs, including a peer review adjudication process, and distribute grant funding allocated by the Legislature through annual appropriation. Grants go to individual artists and arts and culture organizations to support the creation, distribution, presentation and access of arts throughout the province, including performing and visual arts, museums, literature and publishing, media arts and community arts and festivals. BCAC delivers over 30 different granting programs each year, processing more than 3,000 applications from BC-based individuals and organizations.

The Ministry is looking to support the BC Arts Council in the implementation of its strategic plan, *New Foundations, 2018-22*. One of the four strategic directions the plan is **Equity, Diversity, and Access**, which includes four proposed actions:

- strengthen engagement with historically underserved groups through increased outreach and communication efforts;
- collaborate to discover new and improved ways that programs can be made more accessible and relevant, through both application and assessment processes;
- review and improve organizational policies and procedures through an equity lens;
- develop both dedicated and integrated funding strategies to better serve historically underfunded groups.

The implementation of this strategic direction is focused on activating these commitments. The Equity Consultant will provide support to this aspect of the implementation plan, which may also intersect with other directions and actions contained in the strategic plan.

OBJECTIVES OF THE PROGRAM OR BUSINESS AREA

An Equity Consultant will be contracted to work with senior staff to lead processes and gather information necessary for the creation of an equity framework for the BC Arts Council, including:

- conduct an equity audit of BC Arts Council programs and policies;
- develop and deliver arts equity consultations, including a provincial convening;
- identify and lead staff education and learning opportunities;
- begin the process of identification and development of programmatic and policy responses to Equity, Diversity and Access;
- begin the process of identifying requirements needed to address the strategic direction of Equity, Diversity and Access.

The Equity Consultant would lead the process of synthesizing this information into an equity framework, which, in turn, would provide an identification of priorities and a foundation for the development of:

- an equity policy for the BC Arts Council;
- a full equity implementation plan including desired outcomes, performance measures, and timelines;
- communications and outreach plan related to Equity, Diversity, and Access needs;
- recommendations for programmatic and funding responses;
- recommendations for staff and organizational responses.

OVERVIEW OF THE CURRENT PROGRAM OR BUSINESS ENVIRONMENT

The BCAC is currently looking to advance its engagement and commitment to principles of equity, diversity, and access.

BCAC has a long-standing partnership with the First Peoples' Cultural Council to deliver funding specifically for the support of Indigenous arts and culture as developed by Indigenous artists and Indigenous-led organizations. A working group composed of BCAC staff has been researching best practices for equity, diversity, and access. Staff working on policy at the Ministry of Tourism, Arts & Culture are required to complete Gender-Based Analysis (GBA+) training. BCAC staff regularly attend anti-racism workshops and webinars as well as other equity-focused educational initiatives.

PURPOSES AND REQUIREMENTS

The purpose of issuing this RFI is to:

- a) determine the level of market interest in providing equity consultation related to the arts and arts funding;
- b) obtain information on the equity consultancy sector;
- c) obtain high-level cost estimates for budget purposes.

Interested parties are invited to respond to this RFI by submitting a response to the Province. Responses should include ideas, information and recommendations that could result in a clarification of the requirements, and the identification of potential problem areas with this initiative.

Respondents are requested to provide a concise and focused response to this RFI. Responses are requested in the following format [E.G.]:

- a) brief company or individual profile;
- b) name of a key contact person, including telephone number and email address;
- c) information, advice and recommendations organized as requested in this RFI;
- d) identification and discussion of key factors that the respondent recommends the Province consider when establishing its future business requirements;
- e) high-level cost estimates for budget purposes and,

- f) other required information specific to the nature of this RFI and deemed important by the respondent.

Responses should include:

- a) examples showing experience equity consultation with public or non-profit sector;
- b) examples showing experience in convening equity-seeking groups through event planning;
- c) examples demonstrating contribution to equity policies;
- d) work plan for a one-year timeline to achieve program objectives

Respondents are specifically requested not to submit price proposals (other than high-level cost estimates for budget purposes) or information about the qualifications or experience of their firm or individuals in their firm. This RFI will not be used to evaluate or rank potential vendors, if a competitive process occurs as a result of this RFI. Responses could be used in order to make direct invitations to vendors who reply to this RFI. Preference may be given to consultants who self-identify with at least one equity-seeking community (Indigenous, person of colour, disabled, LGBTQ2S+).

If subsequent competitive bidding opportunities are issued, the Ministry is under no obligation to advise any vendor responding to this RFI. Vendors are advised to monitor the BC Bid website (www.bcbid.ca) for any such opportunities, which will be open to all vendors regardless of whether or not a response to this RFI has been submitted.

All responses to this RFI become the property of the Province and will be held in confidence, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. Respondents to this RFI consent to the Province incorporating any submitted ideas, concepts, approaches, or strategies into any planning, design, procurement, or contractual activities related to any aspect of the project without any obligation, liability, or consideration on the part of the Province. The Province will not be responsible for any costs incurred by any vendor in responding to this RFI.

Responses should be **emailed** to the following address before **2:00 p.m.** Pacific Time on **February 1, 2019**, and should quote RFI Number RFI19-BCAC-002: allison.bottomley@gov.bc.ca

Contact Person:

Allison Bottomley, Senior Program & Policy Analyst
250.216.9291, allison.bottomley@gov.bc.ca

Ministry of Tourism, Arts & Culture

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Report from the BCAC Program Committee for the January, 2019 Meeting of Council

The Program Committee met on December 20, 2018 and January 16, 2019 with a focus on the four priority areas that were identified in the October report to Council:

1) Equity policy and program, including outreach/research

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As part of the discussion of taking an intersectional approach to understanding the impact of identity factors, the Committee reviewed examples of tools used by the federal government for gender based analysis of programs.

The Committee discussed the **framework for the equity program**, and fully supports the proposal for recruitment of an equity consultant who will lead the first stages of addressing the strategic direction of “Equity, Diversity and Access” through actions such as an equity audit, consultations, and education with the goal of developing a comprehensive equity policy and plan for BCAC. The framework and proposal is presented to the Board for consideration and endorsement.

2) Respectful workplace policies and procedures implementation

The Committee reviewed and fully supports the guideline changes for applicant organizations regarding respectful workplaces. There is now a requirement for submission of written human resource policies as part of the application, and statements about the provision of safe and respectful workplaces are now part of the declaration on the application form, the written statement of the Board chair, the assessment criteria, the charge to the Advisory Committees, and is a condition of payment.

3) Tracking and reviewing program changes to align with BCAC Strategic Plan

The Committee reviewed and fully supports the proposed iterative framework for revising Operating Assistance, Project Assistance, and Individual Arts Awards programs (which comprise more than 60% of BCAC funding) to achieve full alignment with the Strategic Plan for the September, 2019 intakes. In the interim, bridge funding and supplemental grants will be used to start the implementation process and to accommodate intake timing, particularly for clients currently receiving multi-year funding. The intention of the stepped implementation plan is to demonstrate real progress towards implementation of the Strategic Plan as well as meet expectations of the sector regarding the funding lift, while providing sufficient time for further consultation and the development of an effective communication and outreach plan so that

applicants will fully understand the new eligibility and assessment criteria. The framework is presented to the Board for consideration and endorsement.

4) s.13

January 18, 2018

Jane E. Brindley, Chair

This Act is current to September 5, 2018

See the Tables of Legislative Changes for this Act's legislative history, including any changes not in force.

ARTS COUNCIL ACT

[RSBC 1996] CHAPTER 19

Contents

- 1 Definitions
- 2 Purposes of council
- 3 Powers and duties
- 4 The council
- 5 Remuneration and expenses
- 6 Report and financial statement
- 7 Power to make regulations

Definitions

- 1** In this Act:

"council" means the British Columbia Arts Council continued by this Act;

"fiscal year" means the fiscal year of the government;

"member" means a member of the council.

Purposes of council

- 2** The British Columbia Arts Council is continued for the purposes of
- (a) providing support for arts and culture in British Columbia,
 - (b) providing persons and organizations with the opportunity to participate in the arts and culture in British Columbia, and
 - (c) providing an open, accountable and neutrally administered process for managing funds for British Columbia arts and culture.

Powers and duties

- 3** (1) The council must

- consult and collaborate with arts and cultural organizations, artists and artists' organizations, ministries of the
- (a) government, local governments and other communities of interest in carrying out its purposes,
 - (b) allocate the money appropriated annually for the council by the Legislature, and
 - (c) support arts and culture in British Columbia through the following:
 - (i) public education, research and advocacy;
 - (ii) awarding grants to any person or organization from the money appropriated for the council;
 - (iii) the production and distribution of information about the council and the arts and culture in British Columbia.

- (2) The minister may specify other powers and duties to be exercised and performed by the council.

The council

- 4** (1) The council consists of not more than 15 members broadly representative of the regions and the artistic communities of British Columbia appointed by the Lieutenant Governor in Council.
- (2) The Lieutenant Governor in Council must designate a member to be the chair and another member to be the vice-chair of the council.

Remuneration and expenses

- 5** A member of the council may be paid
 - (a) an allowance for reasonable travelling and incidental expenses necessarily incurred in carrying out the business of the council, and
 - (b) if the member is not a member of the Legislative Assembly or a public servant, remuneration at rates set by the Lieutenant Governor in Council.

Report and financial statement

- 6** (1) The council must, within 90 days after the close of each fiscal year, submit to the minister
 - (a) an annual report on the status of arts and culture in British Columbia during the preceding fiscal year, and

- (b) a financial statement showing all money allocated by the council during the preceding fiscal year.
- (2) The report and the financial statement referred to in subsection (1) must be laid before the Legislative Assembly within 120 days after the end of the fiscal year for which the report and statement are made if the Legislative Assembly is then sitting, or within 15 days after the opening of the following session.
- (3) The council, on request, must provide to the minister any information or advice the minister may require.

Power to make regulations

- 7** The Lieutenant Governor in Council may make regulations referred to in section 41 of the *Interpretation Act*.

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BC Arts Council Board Charter

Introduction

The BC Arts Council is a crown agency of the Province of British Columbia responsible to the people of B.C. through the Legislature. This Charter communicates the vision, mission, membership, roles, and responsibilities of Council and articulates the principles-based best practice governance model that:

- fosters the independent and arm's length status of Council envisaged in the enabling Act;
- defines Council's roles and responsibilities;
- provides a consistent, coherent and comprehensive accountability framework;
- facilitates effective strategic decision-making by Council;
- strengthens confidence within the arts and culture community by virtue of its stewardship and the integrity of the organization's activities and processes; and
- serves the public interest and advances the overall public policy objectives of Council's mandate.

Mandate of the BC Arts Council

The BC Arts Council is established under the *Arts Council Act* (RSBC, Chapter 19) with a mandate to support the province's arts and cultural communities. The mandate is prescriptive, but not limiting. While the legislation clearly directs Council to support arts and culture in B.C. it does not regulate or restrict its priorities, goals or strategies.

In executing its legislated mandate, Council has adopted the following mission statement:

The mission of Council is to engage all British Columbians in a healthy arts and cultural community that is recognized for excellence

In pursuing its mission, the work of Council is guided by six core values:

- Artistic excellence in all art forms.
- Vibrant arts and cultural communities central to the creation of a healthy society.
- Breadth of artistic activity - from emerging to established, from classical to experimental and from traditional to contemporary.
- Inclusiveness, while respecting B.C.'s Aboriginal arts and culture.
- Clear goals, developed in consultation with the arts and cultural communities, to guide short and long-term operations.

- Fair and transparent administrative and adjudicative processes which adhere to the principles of accountability, independence, recognition of merit, and equality of opportunity.

Governance Model

Council conducts its activities in accordance with best practices that would normally apply to a public sector organization.

Public sector organizations are characterized as having some or all of the following attributes: the organization is established by legislative authority; the mandate reflects a provincial interest or policy; the government has a controlling interest, most commonly through the appointment of at least a majority of the “Board” members; the government is the prime source of funding for the organization; and they tend to be separate legal entities governed by a Board of Directors. The BC Arts Council shares many of these important traits where the appointed Council members fulfill the role of the Board of Directors. Throughout this Charter the appointed members of Council are referred to as the “Board”.

Public sector organizations also tend to have their own staff and, in some cases, sources of funds other than direct provincial support. Council staffing is provided through the BC Arts Council Office of the responsible ministry and its sole source of funding is the government.

Most independent entities have a major responsibility for the audit function. In the case of Council, this function is performed within the government. The Act does however provide that Council must: *“within 90 days after the close of each fiscal year, submit to the minister (a) an annual report on the status of arts and culture in British Columbia during the preceding fiscal year, and (b) a financial statement showing all money allocated by the council during the preceding fiscal year”*. In addition Council has a broader responsibility to manage the funds provided in a prudent, open and transparent manner expected of any public or quasi-public organization.

Accountability

As a public sector organization, Council is accountable to the people of British Columbia through the Legislature. Council also has a responsibility to maintain the public trust and account fully and openly for its operations and decisions. Toward this end, and along with the enabling *Arts Council Act*, Council is also governed by other legislation, including:

- Auditor General Act
- Budget Transparency and Accountability Act
- Financial Administration Act
- Financial Disclosure Act.
- Financial Information Act
- Multiculturalism Act.
- Ombudsman Act.
- Public Sector Employers Act.
- Freedom of Information and Protection of Privacy Act.
- Human Rights Code

Governance Principles

Activities of the BC Arts Council are guided by five established principles:

1. **Representation:** The Board broadly represent the arts and cultural community, reflects the province's regional and ethnic diversity, and equitably represents gender.
2. **Strategic Leadership:** The Board establishes strategic direction and provides policy direction to staff.
3. **Accountability:** The Board recognizes that it is accountable to the people of British Columbia through the legislature.
4. **Peer evaluation:** The Board is committed to a grant adjudication process that is independent, competitive, and transparent and relies on the expertise of peers drawn from within the arts and cultural community.
5. **Consultation:** The Board recognizes that community consultation is required to ensure policies and programs are responsive to community need and is committed to fulfil this obligation.

Board Members

The Act provides for the appointment of 15 Board members. Members, including the chair and vice-chair, are appointed by the Lieutenant Governor in Council to terms ranging from one to three years, and may not sit for more than six years in total. Collectively these members are expected to have expertise in all forms of art and the regional aspects of arts and culture including the essential features of the cultural diversity and artistic communities of British Columbia.

Within its legislative mandate The Board has authority to establish its own priorities, policies and funding programs, and to make grant decisions independent of government. This ensures a neutrally governed process for managing funds for British Columbia arts and culture, and allows The Board to make judgments and to base its funding decisions on the evaluation of artistic excellence and the goals and strategic direction of Council. At the same time, as with all public sector organizations, The Board is expected to ensure its strategic initiatives are consistent with its legislated mandate which, in its broadest terms, is to support arts and culture in British Columbia.

Only The Board members take part in Council votes. Council has established committees, with written terms of reference, composed of appointed Board members, but with the ability to access non-members selected for their knowledge and expertise. The terms of reference for all committees are available to the public.

Responsibilities of The Board

The Board provides the overall governance of the BC Arts Council and is committed to executing its responsibilities in a manner that is consistent with best practices. The responsibilities of the Council's board include:

- Respecting and fulfilling the mandate as set out in the Act.
- Developing a culture of an open, transparent, efficient and effective organization that supports the arts and culture communities throughout British Columbia.
- Developing written bylaws, an appropriate code of ethical conduct and an organizational structure to effectively execute its responsibilities.
- Providing strategic direction and counsel to management through a strategic plan and implementation plan that reflects the mandate of Council and the changing face of arts and culture in British Columbia.
- Establishing processes to ensure the effective renewal of Council including identification of the skills required and a recommended process for the orderly succession of Council board members.
- Monitoring and improving the quality of The Board, ensuring appropriate orientation and ongoing professional development of Board members.
- Establishing an effective committee structure, with written terms of reference that engages all Board members while ensuring each committee has the skills and expertise to undertake the assigned responsibilities.
- Establishing and monitoring sound fiscal policies that provide careful stewardship of the organization's assets and liabilities.
- Developing an effective and efficient model for working with the Executive Director and staff for the mutual success of Council.
- Ensuring that the grant peer review process of Council is fair, timely, accountable and free from interference.
- Developing clear, timely, effective and inclusive communication policies relating to the activities of Council.

Appointed members of The Board report to, and are responsible and accountable to, The Board as a whole.

Strategic Direction

A central responsibility of The Board includes overseeing and approving the over-arching strategic policies and developing, approving and assessing the implementation of the strategic plan. The strategic plan establishes the organization's goals, objectives, priorities and performance indicators and is intended to provide management and staff with overall guidance and direction while serving as a benchmark for measuring the performance of The Board and management. The strategic plan and annual implementation priorities are public documents and reflect the broad public policies for arts and culture in British Columbia and the changing face of arts and culture in British Columbia. The plan also forms the basis of the Council's annual report to the Legislature.

The Chair

The Lieutenant Governor in Council designates an appointed Board member to be the Chair of the Council. Term begins with the appointment and continues until changed by the Lieutenant Governor in Council. The Chair is responsible to provide overall leadership to The Board and serves as the official spokesperson for Council. The Chair reports to, and is responsible and accountable to, The Board.

The Vice Chair

The Lieutenant Governor in Council designates an appointed Board member to be the Vice Chair of the Council. The term of office shall begin upon appointment. The Vice Chair shall assume the responsibilities of the chair in the absence of the Chair. The Vice Chair reports to, and is responsible and accountable to, the Board.

Responsibility of Board Members

Board members are responsible to act in the best interests of the B.C. Arts Council; a principle founded on the conviction that decisions taken in the best interests of Council will also uphold the best interests of Council's clients and stakeholders. The board is responsible for ensuring that all Board members behave in an ethical and responsible manner when discharging their duties. To this end Council has adopted, as part of its bylaws, a "Conflict of Interest and Standards of Ethical Conduct Policy".

Board members are expected to be scrupulous in distinguishing between the overall interests of Council and those of particular stakeholders. Additionally, all Board members are bound by a duty of care.

The Executive Director and Staff

The BC Arts Council Office is a Branch of Government within the responsible ministry.. The Council Office is responsible for: the day-to-day operations; program implementation and review; and the administration of the Council.

Conflict of Interest

Each Board Member is required to sign a Conflict of Interest Disclosure form every year, and to disclose any new conflicts as they arise throughout the year. The Board's Conflict of Interest Guidelines are included in Conflict of Interest Guidelines and Standards of Ethical Conduct Policy that form part of Board's bylaws.

Peer Assessment

The principle of independent peer review as the basis for assessing grant applications is central to the BC Arts Council, and the key principle sustaining Council's open, neutral and accountable process. It is The Board's responsibility to develop policies that ensure all qualified grant applicants are considered by appropriate peer review panels working with clear and transparent guidelines for assessment.

The Executive Director is responsible for ensuring compliance with Council's approved peer assessment policies.

Board Meetings

The Board meets in person a minimum of four times a year. The Chair, in consultation with the Executive Committee of the Board, may organize teleconferences as needed. As a public sector organization, Board meetings are generally open to the public. Rules for Board meetings are detailed in The Board's bylaws.

Assessment of Board Performance

While the Board does not have the capacity to add or remove appointed Board members, it does have the responsibility to recommend the matrix of skills required and the names of potential Board members. It also evaluates the performance of appointed Board members and shares this information the Minister's office in a timely manner.

Financial Reporting

The Board ensures there are clear fiscal policies in place to address the financial reporting requirements under the Act.

Advocacy and Research

The Board has an important role in advocacy for arts and culture in British Columbia and to this end provides a strong voice in support of arts and culture in British Columbia. The Board also has a commitment to assemble and distribute existing research and, where necessary, undertake original research that will help build support for arts and culture throughout the province.

Communications

The Board engages in two fundamental forms of communication. The first is the internal communication between The Board, the Ministry and Minister. The internal communication is governed by best practices appropriate to a public sector organization. The second focuses on external communication with clients, artists, arts organizations, the arts and culture community as a whole, the media and the public. The Board has a responsibility to communicate with all stakeholders in a manner that facilitates consultation and collaboration on matters of research, public education and advocacy and the activities and strategic direction of Council.

The Chair is the spokesperson for The Board. The Executive Director is the spokesperson on all operational matters.

BC Arts Council Board Bylaws

1. Preamble

- 1.1 The BC Arts Council is crown agency of the Province of British Columbia, established under the *Arts Council Act* with a mandate to support the province's arts and cultural communities. Council's general role is to cultivate short and long-term success consistent with its mandate and objectives, and to do so in an accountable manner.
- 1.2 Unless otherwise stated in these bylaws, the current edition of *Robert's Rules of Order Newly Revised* shall govern The Board and The Board committee meetings.

2. Definitions

In these Bylaws:

Act means the *Arts Council Act*

Chair means the Chair of the BC Arts Council

Charter means the BC Arts Council Charter

Conflict of interest means a real, potential, deemed or perceived conflict of interest.

Council means the BC Arts Council

Board means the appointed Members of Council

Executive Committee means the Executive Committee of Council

Executive Director means the Executive Director of the BC Arts Council

Government means the Government of British Columbia.

Lieutenant Governor means the British Columbia Lieutenant Governor in Council.

Member means the Chair, Vice Chair or any other person appointed to Council

Minister means the Minister of Tourism, Culture and the Arts

Office refers to the BC Arts Council office, Ministry of Tourism, Culture and the Arts

Secretary means a person appointed to serve as Secretary of Council

Vice Chair means the Vice Chair of the BC Arts Council

3. Members

- 3.1 The Board consists of not more than fifteen Members (broadly representative of the regions and the artistic communities of British Columbia) appointed by the Lieutenant Governor in Council.
- 3.2 Each Member has a responsibility first and foremost to the welfare of Council and must function primarily as a Member of Council, not as a member of any particular constituency.
- 3.3 In the event a Member perceives a conflict of interest, the Member shall act in accordance with Section 13.
- 3.4 If a Member expresses publically a dissenting view from a decision which was duly made by Council, the Member shall clarify that this position is that of the Member and not of Council and shall be obliged to qualify the dissenting view by indicating recognition of the Council's majority decision.
- 3.5 Members are expected to attend all regular Board meetings, and participate in all assigned committees, working groups and task force sessions. The Board will publish annually the attendance records for each Member.
- 3.6 Members shall read and submit to the Office a signed copy of the Council's Conflict of Interest Guidelines and Standards of Ethical Conduct policy for Members.
- 3.7 The performance of Members will be assessed annually in accordance to Board policy for Member performance evaluation.
- 3.8 Members report to, and are responsible and accountable to, The Board.

4. Chair

- 4.1 The Lieutenant Governor designates a Member to be the Chair of Council. The term of office shall begin upon the date of appointment and end with the termination of the appointment. The term of office of the Chair shall not normally exceed two years.
- 4.2 The Chair is an ex-officio member of any and all committees with the exception of the Executive Committee, of which the Chair shall be a full voting member.

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- 4.3 The role of the Chair is to provide leadership to Council. Specific responsibilities include:
- a) Coordinating the planning of The Board activities.
 - b) Preparing, in consultation with the Executive Committee, the agendas for The Board meetings and Executive Committee meetings.
 - c) Presiding at Board meetings and Executive Committee meetings and ensuring all business is conducted in accordance with best practices.
 - d) Ensuring that new Members receive a proper orientation to the Board and the Council office.
 - e) Ensuring Members understand their role on the Board and are assigned equitable assignments reflecting their particular interests, background and skills.
 - f) Ensuring that Members have the information needed to make informed decisions.
 - g) Ensuring that Members are honoring their Board commitments and obligations.
 - h) In consultation with the Governance Committee, appointing committees and ensure that all committees are properly served by Members, other community representatives and staff.
 - i) Maintaining contact with committee chairs to ensure that they have sufficient support and that they complete their assigned tasks in a timely manner.
 - j) Representing the Board at public functions and before public bodies.
 - k) Maintaining an open dialogue with participants of the arts and culture community.
 - l) Developing and maintaining an open dialogue with the Minister, the Deputy Minister and the Assistant Deputy Minister.

4.4 The Chair is the spokesperson for the Board.

4.5 The Chair reports to, and is responsible and accountable to, the Board.

5. Vice Chair

5.1 The Lieutenant Governor designates a Member as Vice Chair of Council. The term of office shall begin upon the date of appointment and ends upon termination of the appointment. The term of office of the Vice Chair shall not normally exceed two years.

5.2 The Vice Chair shall assume the responsibilities of the Chair in the absence of the Chair.

5.3 In the event of the Chair resigning or being unable to fulfill the duties of Chair, the Vice Chair shall assume the role of Chair until such time as the Lieutenant Governor appoints a new Chair.

5.4 The Vice Chair reports to, and is responsible and accountable to, the Board.

6. General Responsibilities of the Board

- 6.1 The Board is responsible for the ongoing governance including overseeing and approving the overarching policies of the Council, formulating strategic directions, and developing, approving and assessing the implementation of the strategic plan. The strategic plan encompasses the Council's activities and establishes the organization's priorities, objectives, strategies, performance indicators and desired impact.
- 6.2 The responsibilities of the Board include:
- a) Respecting and fulfilling the mandate as set out in the Act.
 - b) Developing a culture of an open, transparent, efficient and effective organization in support of the arts and cultural communities throughout British Columbia.
 - c) Adopting written bylaws, an appropriate code of ethical conduct and an organizational structure to effectively execute its responsibilities.
 - d) Providing strategic direction and advice to management through a strategic plan and implementation plan that reflects the mandate of Council and the changing face of arts and culture in British Columbia.
 - e) Providing recommendations to help ensure the effective renewal of the Board including identification of the skills required and a process for the orderly succession of Members.
 - f) Monitoring and improving the quality of Council, ensuring appropriate orientation and ongoing professional development of Members.
 - g) Ensuring all committees have written terms of reference and that the committees engage all Members while ensuring each committee has the skills and expertise to undertake the assigned responsibilities.
 - h) Establishing and monitoring sound fiscal policies that provide careful stewardship of the organization's assets and liabilities, including stewardship of all funds.
 - i) Maintaining a clear and effective model for working with the Executive Director and staff for the mutual success of Council.
 - j) Ensuring that the grant peer review process of Council is fair, timely, accountable and free from interference
 - k) Developing clear, timely, and effective communication policies that include communication with all stakeholders.
- 6.3 The performance of the Board is evaluated annually in accordance with the Board's performance evaluation policy.

7. The Executive Director

- 7.1 The Executive Director is a government employee, assigned by the Ministry to be the senior executive officer responsible for the organization and operation of the Council and

the Office. In this capacity, the Executive Director supports the Board and is the Board's point of contact with the Council office and Ministry.

- 7.2 The Executive Director attends Board meetings, and where appropriate, Board committee meetings, to help ensure the Board and the committees have the information to fulfil their mandate in an effective and efficient manner.
- 7.3 The Executive Director is a non-voting member of the Board and the Executive Committee and an ex-officio member of all other committees.

8. Executive Committee

- 8.1 The Council Executive committee is comprised of the Chair, Vice Chair, the Chair of the Governance Committee and Executive Director
- 8.2 The Council Executive committee is the governing body of the Board between meetings. It takes any action and renders any decisions that may be required to carry out the business of the Board and meet the mission, mandate and goals of Council.

9. Board Meetings

- 9.1 Council shall hold regular Board meetings not less than four times per year
- 9.2 The schedule for the forthcoming four Board meetings shall be reported on Council's website.
- 9.3 A special meeting of the Board shall be held upon the call of the Chair or on the written request of at least five Members. The purpose of the special meeting shall be set forth in the notice and no additional business shall be transacted at that special meeting.
- 9.4 A majority of Members shall constitute a quorum.
- 9.5 Each Member shall have one vote and the vote of the majority present shall decide. In case of an equality of votes for and against a motion, the question is resolved in the negative and the Chair shall so declare.
- 9.6 Voting shall be by a show of hands or oral vote, unless a motion to vote by ballot is approved by a majority in attendance. Where expressly requested, a poll may be taken.
- 9.7 Teleconference and videoconferencing participation may only occur with the advance permission of the Chair.
- 9.8 There shall be no voting by proxy.

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- 9.9 No Board meeting shall occur in the absence of both the Chair and the Vice Chair. If, in the course of a properly constituted meeting, both the Chair and Vice Chair become absent, the meeting shall adjourn.
- 9.10 Recording equipment may be used during the open meeting with the permission of the Chair.
- 9.11 Subject to the provisions of the *Freedom of Information and Protection of Privacy Act*, the minutes of Board meetings shall be made public immediately following approval of the minutes by the Board.
- 9.12 Meetings of the Board shall be open to the public except for those items which the Chair or Board determines shall be considered in-camera. The review of peer assessment results will not be open to the public.

10. Agenda

- 10.1 Agendas for Board meetings shall be established by the Chair in consultation with the Executive Committee.
- 10.2 In order to be placed on the agenda, an item must be submitted to the Executive Committee at least 14 days before the Board meeting.
- 10.3 The agenda and materials for Board meetings, except for material relating to an in camera session, shall be available for viewing online at least three days prior to the Board meeting.
- 10.4 The agenda and supporting documentation shall normally be delivered to Members ten days in advance of the Board meeting.
- 10.5 A proposal to change the order of agenda items may be made at the beginning of a meeting and shall require a majority vote to approve.
- 10.6 No motions may be brought forward at a regular Board meeting unless the matter is on the agenda, except that urgent matters may be added to the agenda by a majority vote.
- 10.7 Matters coming to the Board from the Office, the Minister or Government shall normally be presented by the Executive Director.

11. In Camera Board meetings

- 11.1 Subject to the provisions of the *Freedom of Information and Protection of Privacy Act*, agenda items shall be considered *in camera* if they fall within one or more of the following classifications:
- a) Items, which are subject to solicitor/client privilege.

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- b) Items where disclosure could harm the interests of the Council or Board.
 - c) Items where disclosure could be harmful to individual or public safety, including issues regarding the discipline of Members.
 - d) Items where the disclosure of information could reasonably be expected to result in the premature disclosure of a proposal or project or in undue financial loss or gain to a third party.
 - e) Items where protection of a third party's personal information and privacy is involved.
- 11.2 Materials for distribution to The Board for *in camera* Board meetings are confidential and *in camera* discussions of the Board are confidential, unless the Board approves a motion to do otherwise.
- 11.3 The Chair may invite the Executive Director and other non-staff persons to attend *in camera* sessions of the Board.
- 11.4 With the consent of the Chair, and on the advice of the Executive Director, staff may be invited to attend *in camera* sessions of the Board.

12. Conflict of Interest and Standards of Ethical Conduct

- 12.1 Council will establish a Conflict of Interest and Standards of Ethical Conduct policy for Members that is consistent with best practices.
- 12.2 All Members are required to read the Conflict of Interest and Standards of Ethical Conduct policy and annually provide a written statement to the Executive Director and Chair that either states they are in conformity with the policy or states all known and potential conflicts.
- 12.3 It is the responsibility of all Members to immediately identify in writing to the Executive Director and Chair any known or potential conflict of interest as they arise throughout the year.
- 12.4 When the Chair or Executive Director becomes aware of a known or potential conflict of interest, the matter will immediately be addressed by the Executive Committee in accordance to the Conflict of Interest and Standards of Ethical Conduct Policy.
- 12.5 When the Chair or Executive Director becomes aware of a breach in ethical conduct or conduct that places the Council in disrepute, the matter will immediately be addressed by the Executive Committee in accordance to the Conflict of Interest and Standards of Ethical Conduct Policy.
- 12.6 The decisions of the Executive Committee in respect of conflict of interest and breaches in ethical conduct are immediately reported to the Governance Committee and the

Governance Committee will recommend any additional or alternative actions at the next Board meeting.

13. Committees

- 13.1 The Board is authorized to appoint committees to carry out the Board's functions and each committee will have written terms of reference.
- 13.2 The Board will maintain the following seven standing committees of the Board: Executive Committee, Governance Committee, Finance Committee, Programs Committee, Communications Committee, Indigenous Engagement Committee and Strategic Planning Committee.
- 13.3 The written terms of reference for each committee are public.
- 13.4 Committee meetings follow the same rules of order as Board meetings, with exceptions as noted in the bylaws.
- 13.5 Standing committees shall meet not less than four times per year, and prior to the regular Board meeting. The schedule for standing committee meetings shall be established by the chair of each committee.
- 13.6 The majority of committee members shall constitute a quorum.
- 13.7 No committee meeting shall occur in the absence of the committee chair.
- 13.8 Committee members report to, and are responsible and accountable to, the committee on all matters relating to the committee work.
- 13.9 Committee meetings may take place by teleconference or videoconference.

14. Responsibilities of the Committee Chairs

- 14.1 Committee chairs are appointed by the Chair of Council in consultation with the Governance Committee. The committee chair's term of office shall begin upon appointment and may be terminated at any time by the Chair of Council.
- 14.2 The committee chair is a full voting member of the committee.
- 14.3 The role of the committee chair is to provide leadership to the committee. Specific responsibilities include:
 - a) Coordinating the planning of the committee meetings.
 - b) Preparing, in consultation with the Executive Director, the agendas for committee meetings.

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- c) Presiding at committee meetings, and making sure that they run smoothly, that the established Rules of Order are followed and that the bylaws are upheld.
 - d) Ensuring that committee members have the information they need to make informed decisions.
 - e) Taking charge of the delegation of responsibilities and making sure that they are allocated equitably among the committee members.
 - f) Ensuring that individual committee members are honoring their committee commitments and obligations.
 - g) Maintaining contact with the Chair.

15. Invitations to Arts and Culture Events

- 15.1 In the case where complimentary tickets to client performances are offered to Members, these may be accepted: if to do so assists Members in the exercise of Council responsibilities; if it does not create or appear to create an obligation to the donor of the tickets; and if attendance conforms to Council's policy on attendance to arts and culture events.
- 15.2 If Council is expected to pay any incidental expenses associated with acceptance by Members of complimentary tickets to client performances, the Member must submit a budget to the Executive Director and receive prior approval.
- 15.3 Members who receive invitations to attend arts and cultural events other than the complimentary tickets offered by clients of Council are to refer such invitations to the Chair. The Executive Committee will determine whether attendance at such events is consistent with Council policy and who-if anyone-should represent Council at the event.
- 15.4 Members are not to solicit complimentary tickets to attend arts and cultural events.
- 15.5 Individual Members accepting complimentary tickets to client events must report the invitations to the Office.
- 15.6 The Office will provide a summary report of all invitations accepted by Members to The Board at each regular Board meeting to help ensure attendance is balanced across the various areas within the mandate of Council.

16. Member Expenses

- 16.1 Council will develop and maintain a policy on expenses incurred by Members and such policy shall at all times conform to approved government policies.
- 16.2 Travel and business expenses incurred by Members attending meetings of The Board, Board committee meetings or events where they are asked by the Chair to represent The Board shall be reimbursed in accordance with Council policies.

17. Miscellaneous Matters

- 17.1 Amendments to the bylaws shall require a two-thirds vote provided that a notice of motion to amend these bylaws has been included with the call of the meeting.
- 17.2 The fiscal year of the Council shall be the twelve (12) months ending the 31st day of March.
- 17.3 The mailing address of Council is: PO Box 9819 Stn Prov Govt, Victoria, B.C., V8W 9W3.

Appendix A: Terms of Reference Executive Committee

1. The Executive Committee is a standing committee of Council and reports to Council at each regular Board meeting and as otherwise required by the Chair.
2. The Executive Committee is subject to the bylaws of the Board.
3. The Executive Committee will include the Chair of Council (who shall be the chair of the Executive Committee), the Vice Chair, the Chair of the Governance Committee and the Executive Director.
4. Duties of the Executive Committee include:
 - a) The Executive Committee acts on behalf of the board between Board meetings.
 - b) The Executive Committee is responsible to handle issues relating to conflict of interest and breaches of the ethical conduct until such time as the Governance Committee completes its investigation and recommends action to the Board.
 - c) Identifying potential new Members for appointment to Council and submitting recommendations for appointments and reappointments to Government.
 - d) Recommending to the Board annual objectives for the Executive Committee to advance the Strategic Plan.

Appendix B: Terms of Reference

Governance Committee

1. The Governance Committee is a standing committee of the Board and reports to Council at each regular Board meeting and as otherwise required by the Chair.
2. The Governance Committee is subject to the bylaws of the Board.
3. The Governance Committee will include a chair who is a current member of Council and not a member of the Executive Committee and at least three other members. The Executive Director is an *ex-officio* member of the committee.
4. The Governance Committee may include non-Council members where particular expertise is required, on the consent of the chair of the committee and with the understanding that all non-Council members are bound by the same rules and obligations as Members.
5. Staff may participate in Committee meetings in an advisory capacity, with the consent of the committee chair and Executive Director, but do not sit as members of the committee.
6. Membership on the committee will be staggered to ensure continuity.
7. Duties of the Governance Committee include:
 - a) Reviewing the skills and experience required by the Board and making recommendations to the Executive Committee.
 - b) Reviewing the scope, mandate, procedures, composition and relevance of individual committees and committee terms of reference and making recommendations to the Executive Committee.
 - c) Articulating roles and responsibilities for the Board, its committees, the Chair and Members and recommend to the Board any needed changes.
 - d) Preparing for, and recommending to, the Board changes to the bylaws.
 - e) Providing oversight to the organization's Conflict of Interest and Standards of Ethical Conduct policy, reviewing breaches of those standards and making recommendations to the Board regarding disciplinary action where appropriate.
 - f) Recommending to the Board annual objectives for the Governance Committee to advance the Strategic Plan.
 - g) Recommending to the Board and Executive Committee policies and procedures representing best practices and good governance.

Appendix C: Terms of Reference

Finance Committee

1. The Finance Committee is a Standing Committee of the Board and will report to the Council at each Board meeting and as otherwise required by the Chair.
2. The Finance Committee is subject to the bylaws of the Board.
3. The Finance Committee will include the Vice Chair of Council and at least three other Members. The Executive Director is an *ex officio* member of the Committee.
4. The Finance Committee may include non-Council members where particular expertise is required, on the consent of the chair of the committee and with the understanding that that all non-Council members are bound by the same rules and obligations as Members.
5. Staff may participate in Finance Committee meetings in an advisory capacity, with the consent of the committee chair and Executive Director, but do not sit as members of the committee
6. Membership on the committee will be staggered to ensure continuity.
7. Duties of the Finance Committee include:
 - a) Overseeing the preparation and presentation of Council's request for the annual provincial government appropriation, as well as any extraordinary requests for funding from the provincial government and make recommendations to the Board.
 - b) Overseeing the preparation of the draft annual budget distribution of Council's annual appropriation among programs and other activities and initiatives of the Council.
 - c) Monitoring budget compliance throughout the fiscal year.
 - d) Reviewing financial and performance audits and reporting to Council on matters arising.
 - e) Recommending investment guidelines and receiving annual information on investment performance pertaining to the BC150 Fund.
 - f) Recommending to the Board annual objectives for the Finance Committee to advance the Strategic Plan.
 - g) Ensuring financial reporting as required by the Act are prepared and submitted on time.
 - h) Reviewing and recommending fundraising strategies for Council, if required.

Appendix D: Terms of Reference Program Committee

1. The Program Committee is a Standing Committee of the Board and will report to Council at each Board meeting and as otherwise required by the Chair.
2. The Program Committee is subject to the bylaws of the Board.
3. The Program Committee will include a minimum of four and no more than six Members. The Executive Director is an *ex officio* member of the Committee.
4. The Program Committee may include non-Council members where particular expertise is required, on the consent of the chair of the committee and with the understanding that that all non-Council members are bound by the same rules and obligations as Members.
5. Staff may participate in program Committee meetings in an advisory capacity, with the consent of the committee chair and Executive Director, but do not sit as members of the committee
6. Membership on the committee will be staggered to ensure continuity.
7. Duties of the Program Committee include:
 - a) Overseeing policies and procedures relating to the number of, composition of, and terms of reference for, program advisory committees and juries.
 - b) Adjudicating funding requests outside the normal purview of the advisory committees and/or juries up to a limit of \$75,000 per request.
 - c) Recommending responses to program reviews and monitoring the implementation of program policies and procedures.
 - d) Recommending policies and procedures relating to new program initiatives.
 - e) Monitoring and where necessary recommending changes to, the advisory committee and jury structures.
 - f) In consultation with Council Executive, recommending appointments to the discipline advisory committees.
 - g) Recommending annual objectives for the Program Committee to advance the Strategic Plan.

Appendix E: Terms of Reference Communications Committee

1. The Communication Committee is a standing committee of the Board and will report to Council at each regular Board meeting and as otherwise required by the Chair.
2. The Communications Committee is subject to the bylaws of the Board.
3. The Communications committee will include four members of the Board. Duration of terms on the Committee will be staggered to ensure continuity. The Assistant Director is an *ex officio* member of the Committee.
4. The Communications Committee may include, on consent of the Chair, non-Council members where particular expertise is required and with the understanding that that all non-Council members are bound by the same rules and obligations as Members.
5. Staff may participate in Communications Committee in an advisory capacity, with the consent of the committee chair and Executive Director.
6. Duties of the Communications Committee:
 - a. The provision of strategic direction on issues relating to the Board's communications:
 - b. Recommendations for the focus, content, production and distribution of the Board's communications to advance public education and advocacy concerning arts and culture in B.C. and
 - c. Recommending to the Board annual objectives for the Communications Committee to advance the Strategic Plan.

Appendix F: Terms of Reference Indigenous Engagement Committee

1. The Indigenous Engagement Committee is an standing committee of the Council that has been established following consideration of the members of Council regarding issues relating to Indigenous engagement with the Council's programs.
2. The Indigenous Engagement Committee will report to Council at each regular Board meeting and as otherwise required by the Chair.
3. The Indigenous Engagement Committee consists of not fewer than three and not more than five members of Council. The Executive Director and the Chair of Council (or designate) are ex officio members of the Indigenous Engagement Committee.
4. The Indigenous Engagement Committee may add non-Council members if particular expertise is required, on the consent of the Chair of the Indigenous Engagement Committee and the Chair of Council, and with the understanding that all non-Council members of such Committee are bound by the same duties and obligations as members.
5. 5. Staff may participate in Indigenous Engagement Committee meetings in an advisory capacity, with the consent of the Chair of the Indigenous Engagement Committee and the Executive Director, but they do not sit as members of the Indigenous Engagement Committee.
6. Membership on the Indigenous Engagement Committee will be staggered to ensure continuity.
7. Duties of the Indigenous Engagement Committee include, without limitation
 - a. Reviewing the scope and quality of engagement by Indigenous artists, arts organizations and institutions with Council programs;
 - b. Reviewing the scope and quality of engagement by Council grant recipients with Indigenous artists, arts organizations and institutions within their local, regional and provincial communities.
 - c. Reviewing application assessment criteria regarding self-assessment by Council's clients regarding engagement with local, regional and provincial Indigenous populations.
 - d. Reviewing the United Nations Declaration on the Rights of Indigenous Peoples' and the Province's call to action regarding the Truth and Reconciliation Commission's recommendations, and then assessing how these recommendations can and are being incorporated into Council's program assessments.
 - e. Reviewing how Council may pursue an advocacy role with respect to Indigenous engagement with Council programs and Council program recipients' offerings.

- f. Working with the secretariat Truth and Reconciliation Action Committee (TRAC) in identifying opportunities and offering suggestions to the Program Committee for the development of new programs
- g. Identifying a member(s) of the Committee to act as Community Liaison, sharing the purpose and work of the Committee to Indigenous communities throughout the Province.

Appendix G: Terms of Reference

Strategic Planning Committee

1. The Strategic Planning Committee is an ad hoc Committee of Council that will be established on the occasion of a review and redrafting of the existing strategic plan.
2. The Strategic Planning Committee consists of not fewer than four and not more than six members of Council including the Vice-Chair of Council. The Executive Director and the Associate Executive Director of Council are *ex officio* members of the Committee.
3. The Strategic Planning Committee may add non-Council members to the committee where particular expertise is required, with the prior approval of the chair of Council. All non-Council members of the Strategic Planning Committee will be subject to conditions of confidentiality.
4. Membership on the Strategic Planning Committee will be staggered to ensure continuity.
5. Duties of the Strategic Planning Committee include:
 - a) Preparing a plan to undertake the redraft of each strategic plan;
 - b) Overseeing the preparation of each strategic plan;
 - c) Presenting the plan to Council for approval; and
 - d) Providing a summary of activities and timelines involved in the preparation of each strategic plan and recommend amendments to the process and timelines that would improve the process in the future.

Conflict of Interest and Standards of Ethical Conduct Policy

The Conflict of Interest and Standards of Ethical Conflict policies are based on best practices for a public sector organization.

1. Compliance with the Law

- 1.1** Members should act at all times in full compliance with both the letter and the spirit of all applicable laws relating to his/her activities as a Member.
- 1.2** No Member should commit or condone an illegal act or instruct another Member, staff of the Office or supplier to do so.
- 1.3** Members are expected to be sufficiently familiar with any legislation that applies to their role on Council and to know when to seek legal advice. If in doubt, Members are expected to seek clarification from the Chair.
- 1.4** Members should avoid any situation which could reasonably be perceived as improper or indicate a casual attitude towards compliance with the applicable laws.

2. Conflicts of Interest

- 2.1** In general, a conflict of interest exists for Members who use their position on Council to benefit themselves, friends, families or organizations to which the Member belongs or is employed, or has a financial or governance relationship.
- 2.2** A Member should not use his or her position with Council to pursue or advance the Member's personal interests, the interest of an organization to which the Member belongs or is employed, the interests of a related person, the Member's business associate, corporation, union or partnership, or the interests of a person to whom the Member owes an obligation.
- 2.3** A Member should not take personal advantage of an opportunity available to the Council unless the Council has clearly and irrevocably decided against pursuing the opportunity, and the opportunity is also available to the public.
- 2.4** A Member should not use his or her position with the Council to solicit clients for the Member's business, or an organization to which the Member belongs or is employed, or a business operated by a close friend, family member, business associate, corporation, union or partnership of the Member, or a person to whom the Member owes an obligation.

- 2.6** Every Member should avoid any situation in which there is, or may appear to be, potential conflict which could appear to interfere with the Member's judgment in making decisions in the Council's best interest.
- 2.7** There are several situations that could give rise to a conflict of interest. The most common are accepting gifts, favours or kickbacks from suppliers, close or family relationships with outside suppliers, passing confidential information to competitors or other interested parties or using privileged information inappropriately. The following are examples of the types of conduct and situations that can lead to a conflict of interest:
- a) influencing the Council to allocate funds to an institution or organization where the Member or his or her relative works or is involved;
 - b) influencing the Council to make some or all its travel arrangements through a travel agency owned by a relative of the Member; and
 - c) Influencing or participating in a decision of the Council that will directly or indirectly result in the Member's own financial gain.

3. Disclosure

- 3.1** A Member should fully and promptly disclose to the Chair and the Executive Director all circumstances that could reasonably be construed as conflict of interest. This requirement exists even if the Member does not become aware of the conflict until after the conflicting event is complete.
- 3.3** If a Member is in doubt whether a situation involves a conflict, the Member should immediately disclose the nature of the conflict or potential conflict in writing to the Chair and the Executive Director.
- 3.4** If a Member is concerned that another Member is in a conflict of interest situation, the Member should immediately bring his or her concern to the other Member's attention and request that the conflict be declared. If the other Member refuses to declare the conflict, the Member should immediately bring his or her concern to the attention of the Chair and Executive Director. If there is a concern regarding possible conflicts of interest involving the Chair, the issue should be referred to the Vice chair and Executive Director.
- 3.5** All conflicts of interest or potential conflicts are immediately referred to the Executive Committee for a decision of how the matter is to be addressed. Unless a Member is otherwise directed, a Member should immediately take steps to resolve the conflict or remove the suspicion that it exists.
- 3.6** After identifying a conflict, the Executive Committee may direct that the Member:
- a) should not take part in the discussion of the matter or vote on any questions in respect of the matter (although the Member may be counted in the quorum present at the Council meeting);

- b) immediately leave the meeting and not return until all discussion and voting with respect to the matter giving rise to the conflict is completed; and
 - c) should not attempt, in any way or at any time, to influence the discussion or the voting of the Board on any question relating to the matter giving rise to the conflict.
- 3.7 The Executive Committee will forward all conflict of interest matters to the Governance Committee for review and the Governance Committee will report to Council at the next meeting of the Board with recommendations for further action where deemed necessary.
- 3.8 A Member who has been found in conflict of interest may appeal the decision of the Executive Committee to the Governance Committee.

4. Outside Interests and Community Interests

- 4.1 Members should declare possible conflicting outside business and community activities at the time of appointment. Notwithstanding any outside activities, Members are required to act in the best interest of the Council.
- 4.2 No Member should hold a significant financial interest, either directly or through a relative or associate, or hold or accept a position as an officer or Member in an organization in a material relationship with the Council, where by virtue of his or her position on the Council, the Member could in any way benefit the other organization by influencing the purchasing, selling or other decisions of the Council, unless that interest has been fully disclosed in writing to the Council.
- 4.3 No Member shall participate in any Council or committee discussions or vote relating to a Council grant application to any organization where the Member, or his/her family, hold any office, are employed by, or hold a financial interest in, the organization or person seeking the grant.
- 4.4 A “significant financial interest” in this context is any interest substantial enough that decisions of the Council could result in a personal gain for the Member.
- 4.5 Members who represent a stakeholder group or region are expected to ensure that their primary duty remains to act first and foremost in the best interests of the Council.

5. Confidential Information

- 5.1 Confidential information includes information relating to grant applicants and recipients, proprietary technical, business, financial, legal, or any other information which the Council deems to be confidential.

- 5.2 Members should not, either during or following the termination of an appointment, disclose such information to any outside person unless authorized in writing.
- 5.3 Members should never disclose or use confidential information gained by virtue of their service on Council for personal gain, or to benefit friends, relatives or associates.
- 5.4 In the event a Member is uncertain about the status of information, the Member should seek guidance from the Chair.

6. Investment Activity

- 6.1 Members should not, either directly or through relatives or associates, acquire or dispose of any interest, including publicly traded shares, in any company while having undisclosed confidential information obtained in the course of work at the Council which could reasonably affect the value of such interests.

7. Employment or Association

- 7.1 A Member, who accepts a position with any organization that could lead to a conflict of interest or situation prejudicial to the Council's interests, should discuss the implications of accepting such a position with the Chair recognizing that acceptance of such a position might require the Member to resign from the Council.

8. Entertainment, Gifts and Favours

- 8.1 It is essential to fair business practices that all those who associate with the Council, as suppliers, contractors or Members, have access to the Council on equal terms.
- 8.2 Members and their immediate families should not accept entertainment, gifts or favours that create or appear to create a favoured position for doing business with the Council or receiving grants from Council. Any person or organizations offering such inducement should be asked to cease.
- 8.3 No Member should offer or solicit gifts or favours in order to secure preferential treatment for themselves or the Council.
- 8.4 Under no circumstances should Members offer or receive cash or other financial inducements in exchange for preferential treatment.
- 8.5 Gifts and entertainment should only be accepted or offered by a Member in the normal exchanges common to established business relationships for the Council. An exchange of such gifts should create no sense of obligation on the part of the Member.
- 8.6 Inappropriate gifts received by a Member should be returned to the donor.

- 8.7 Full and immediate disclosure to the Chair of borderline cases will always be taken as good-faith compliance with these standards.

9. Responsibilities of Council members

- 9.1 The Council should behave, and conduct itself such that it will be perceived, as an ethical organization.
- 9.2 Each Member should adhere to the ethical standards described herein and to the standards set out in applicable policies, guidelines or legislation.
- 9.3 Integrity, honesty, and trust are essential elements of the Council's success. Any Member who knows or suspects a breach of the Board's Standards of Ethical Conduct policies has a responsibility to report it to the Chair.
- 9.4 To demonstrate determination and commitment, each Member should review and declare compliance with the Board's Conflict of Interest and Standards of Ethical Conduct policy annually.

10. Breach of Ethical Standards and Conflict of Interest Guidelines

- 10.1 If there is a concern that a Member may be in breach of the standard of ethical conduct expected of a Member, the Executive Committee will review the facts and determine if a breach has occurred.
- 10.2 A Member found to have breached his/her duty by violating the standards set out herein may be liable to censure and/ or a recommendation to Government for dismissal from Council.

11. Where to Seek Clarification on Conflict and Ethical Issues

- 11.1 The Governance Committee, in consultation with the Executive Director, is responsible for providing guidance on issues concerning standards of ethical behaviour.

12. Amendments to Council's Conflict of Interest and Standards of Ethical Conduct Policy

- 12.1 The Governance Committee will review the Board's Conflict of Interest and Standards of Ethical Conduct policy at least annually and, where necessary, recommend to the Board any changes.

BCAC Communications Committee Report

January 28, 2019

Submitted by Manjot Bains

Since our last meeting in Terrace, the Communications Committee has grown to include Pat Henman, Phillip Djwa and Yosef Wosk, as well as our Board Chair Susan Jackson and Vice Chair Jane Brindley. The committee met in January to discuss our key priorities for the coming year, as well as communications issues and opportunities for the Council. I also met with Brian Jonker and Kim Reid in December 2018 to discuss how the Communications Committee can support the work of the BCAC.

Key Priorities for 2019:

- a. Set the strategic direction for the committee
- b. Update the Terms of Reference for the Communications Committee
- c. Recommend and provide feedback on the development of a toolkit for Board communications with key audiences/clients.

Our committee looks forward to collaborating with Secretariat staff to better define our role within the Council and to develop a strategic direction for the committee that supports the work of the Council as well as implementation of the Strategic Plan. We have also reviewed the existing Terms of Reference for the committee, and intend on updating the terms to better reflect the needs and issues of the Council. My plan is to facilitate discussion with the Committee and the Secretariat on updating the Terms of Reference, with a goal to present them at our next board meeting in April 2019.

The Communications Committee recognizes and applauds the phenomenal work by the BCAC staff, and are eager to help promote the Council across the province. As such, we recommend the following to the Secretariat:

- Develop a clear communications plan that addresses the following:
 - better public promotion of BCAC programs and grant announcements;
 - improved community outreach across the province, particularly with the key priority communities/regions outlined in the strategic plan;
 - clear strategy to connect with artists and arts & culture organizations in underserved populations such as Indigenous communities, marginalized groups, and regions across the province outside of urban centres;
 - support of the implementation of the strategic plan;
 - and how the board can support the communication objectives through advice to staff, public presentations, public meetings, or other means.
- Hire a staff member to support the communication needs of the BCAC
- Create a clear process for communication between the Secretariat & board members around new appointments, issues, etc. Suggest sending public announcements, reports, press releases to BCAC board before released to the public.
- Communications Toolkit for the Board: key messages, sample presentation, best practices for giving a presentation about the BCAC in your community, what to do when approached by media, etc. It's recommended that the toolkit be developed by the Secretariat with input from the Communications Committee.

- Allocate part of the board budget to support presentations and other communications efforts in regions. For example, <https://www.ndac.ca/rasw/> in Nelson - this is a great event where a BCAC program officer or board member in the region could present on BCAC funding and support opportunities.

There is a wealth of experience within our board membership, with deep connections in the arts & culture sector across the province, including traditionally excluded or marginalized groups. I look forward to working with the Communications Committee, Board and Secretariat to develop strong messaging and to better communicate with underserved populations as well as our existing clients.

Best wishes,
Manjot

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s.13;s.17

BC ARTS COUNCIL
Grant Tracking Management System
Arts Council Project Report

Fiscal Year 2019

CODE: 40.01
CATEGORY: SCHOLARSHIPS
PROGRAM: Scholarship
BATCH(ES): 72,108

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 06 Media Arts				
LIN, MEI YEE CRYSTAL	Port Coquitlam		S.13,S.1 7	6,000
DISCIPLINE: 48 Applied Arts				
LYNN, CALISTA	Coquitlam			6,000
Sub-Total				12,000

CODE: 40.02
CATEGORY: SCHOLARSHIPS
PROGRAM: Senior Scholarship
BATCH(ES): 72,108

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 06 Media Arts				
CHUNG, LUCAS	Coquitlam		S.13,S .17	6,000
Sub-Total			6,000	6,000
Grand Total			18,000	18,000

BC ARTS COUNCIL
Grant Tracking Management System
Arts Council Project Report

Fiscal Year 2019

CODE: 20.33
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Strategic Opportunities - Studio Arts
BATCH(ES): 73

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 04 Visual Arts				
ESK'ETEMC FIRST NATIONS	Alkali Lake	the commissioning of local established/emerging artists to design/build a culturally-relevant log structure, benches	s.13,s .17	28,000
PRINCE RUPERT COMMUNITY ARTS COUNCIL	Prince Rupert	expanding programming and services through the establishment of a permanent gallery		26,400
DISCIPLINE: 06 Media Arts				
A.I.A. ARTS IN ACTION SOCIETY, THE	Vancouver	purchasing a professional multi-media and film kit for training youth and creating films and media		12,000
ABBOTSFORD CULTURAL CENTRE	Abbotsford	REEL CHANGE, a community-engaged Indigenous Film Series, the creation of new works of art and writing		28,000
RUNNYMEDE ENHANCEMENT SOCIETY	Victoria	the purchase of specialized digital projection equipment to expand programming capacity		4,600
WOMEN IN FILM & TELEVISION VANCOUVER SOCIETY	Vancouver	the hiring of an administrative assistant		26,000
DISCIPLINE: 08 General				
CHILLIWACK COMMUNITY ARTS COUNCIL	Chilliwack	community engagement/strategic planning process to determine how CCAC can meet the needs of the community		25,000
GABRIOLA ARTS COUNCIL	Gabriola Island	creating a new position - Indigenous Engagement Director to facilitate new and improved events/programming		25,000
PACIFIC RIM ARTS SOCIETY	Ucluelet	consultation with First Nations to address issues that are challenging in development/delivery/promotion of programming		25,000
Sub-Total			227,179	200,000
Grand Total			227,179	200,000

BC ARTS COUNCIL
Grant Tracking Management System
Arts Council Project Report

Fiscal Year 2019

CODE: 20.33
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Strategic Opportunities - Performing Arts
BATCH(ES): 75

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 01 Theatre				
ALLEY THEATRE ASSOCIATION	Vancouver	preparing Alley Theatre to manage growth and increased programming by developing three focus areas: general ops, revenue	S.13,S.17	25,000
DELINQUENT THEATRE SOCIETY	Vancouver	an audience and access program to provide publicity, accessibility features & BO staff for 18/19 & 19/20 residency		20,000
SAVAGE PRODUCTION SOCIETY	New Westmins	building operational and managemenet capacity		20,500
SCREAMING WEENIE PRODUCTIONS SOCIETY	Vancouver	a three step strategy to stablize the frank's administrative structure and position it for growth		25,000
SUNSET THEATRE SOCIETY	Wells	augmenting & reorganizing the organizational structure (phase II) for long term sustainability		30,000
VANCOUVER WEST SIDE THEATRE SOCIETY	Vancouver	new inclusion dance and theatre outreach project		8,000
ZEEZEE THEATRE SOCIETY	Vancouver	establishing systems and organizational structures for management, as well as systems for revenue growth/diversification		25,000
DISCIPLINE: 02 Dance				
BALLET VICTORIA SOCIETY	Victoria	replacing deficient lighting to preserve a vital program for seniors, enhancing capacity to produce quality performance		10,500
MOVEMENT ENTERPRISES SOCIETY	Vancouver	hiring a Managing Producer		28,000
DISCIPLINE: 03 Music				
ASTROLABE MUSIK THEATRE SOCIETY	Vancouver	production of THE LAKE/N'HA-A-ITK, a film about a historic BC opera transformed by syilx/Okanagan culture		30,000
NEW ORCHESTRA WORKSHOP SOCIETY	Vancouver	leasehold improvements 8EAST (Pender) & piano		28,000
Sub-Total			277,700	250,000
Grand Total			277,700	250,000

BC ARTS COUNCIL
Grant Tracking Management System
Arts Council Project Report

Fiscal Year 2019

CODE: 20.13
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Special Projects-Touring Initiatives (Aug. in-take)
BATCH(ES): 77

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 01 Theatre				
AXIS THEATRE SOCIETY	Vancouver	an international, young audience tour of ROBINSON CRUSOE + FRIDAY	S.13,S.17	13,000
PRODUCTIONS 2PAR4 SOCIETY	Vancouver	the presentation of newest work CE QU'ON ATTEND DE MOI in Montreal and Ottawa		7,150
THEATRE REPLACEMENT SOCIETY	Vancouver	a special international presentation of MINE by the Future Arts Centres Network in the UK		15,000
THEATRE SKAM ASSOCIATION	Victoria	tour of FASHION MACHINE to four national and three international destinations		24,700
DISCIPLINE: 02 Dance				
PACIFIC BALLET BC SOCIETY	Vancouver	international tour to Madrid, Luxembourg City, Darmstadt and Tel Aviv		19,500
SHAY KUEBLER RADICAL SYSTEM ARTS SOCIETY	Vancouver	tour of TELEMETRY through Alberta, Saskatchewan and Atlantic Canada		9,750
DISCIPLINE: 03 Music				
VANCOUVER CHAMBER CHOIR	Vancouver	2019 coast-to-coast Jon Washburn farewell tour		19,500
VANCOUVER SOCIETY FOR EARLY MUSIC, THE	Vancouver	four concert tour and workshops in Manitoba		7,600
Sub-Total			175,760	116,200
Grand Total			175,760	116,200

BC ARTS COUNCIL
Grant Tracking Management System
Arts Council Project Report

Fiscal Year 2019

CODE: 30.03
CATEGORY: ARTS AWARDS
PROGRAM: Professional Development Projects - Performing Arts
BATCH(ES): 79

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE:				
HOANG, BIC NGOC	Vancouver	Present Canadian music at teh National Concert Hall in Taipei	S.13,S .17	1,000
DISCIPLINE: 01 Theatre				
DEVEAU, DAVID	Coquitlam	a six month mentorship to develop/hone producer/curatorial skills		7,500
LEVEROOS, ROBERT	Vancouver	attending Prague Quadrennial taking workshops, seminars, lectures, see performances and exhibitions		3,800
DISCIPLINE: 02 Dance				
CARR, JULIA	Vancouver	travel to Halifax to participate in a collaborative creation project and performance		2,500
DESLAURIERS, CHELSEA	Surrey	attend summer residency at Rambert		4,500
GAWTHROP, HAYLEY R	Vancouver	participation in Impuls Tanz Festival		7,000
MARCHENSKI, BILLY	Vancouver	doing a Butoh dance and creative mentorship with Yoshito Ohno in Yokohama, Japan		7,000
MOREIRA, CARMEN	Castlegar	mentorship - Ricachela Abbate Perinaldo Italy August 2019 theoretical studies		6,400
PATEL, NINA J	Vancouver	invitation to support DANSATHON - Europe's firs tDance Hackathon		2,400
DISCIPLINE: 03 Music				
KUO, WILLIAM	Coquitlam	participation in Gaudeamus Muziekweek and Academy to present three works		2,500
SUPERSTEIN, ANDREA	North Vancouve	study of composition and arranging with Elizabeth Shepherd in Montreal		4,500
TRIMBLE, SARAH J	Vancouver	attendance at American Banjo Camp to improve skills		900
Sub-Total			51,653	50,000
Grand Total			51,653	50,000

BC ARTS COUNCIL
Grant Tracking Management System
Arts Council Project Report

Fiscal Year 2019

CODE: 30.03
CATEGORY: ARTS AWARDS
PROGRAM: Professional Development Projects - Studio Arts
BATCH(ES): 83

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE:				
DICKIE, MEGAN	Victoria	travel/shipping costs for presenting solo exhibition BLUE SKIES at LoOEil de Poisson	s.13,s.17	2,500
TANG, BRENDAN L.S.	Vancouver	attend the 60th annual Faenza Prize in Italy, visit the Musee National des Beaux Arts in Quebec & Montreal Comic Con		2,000
DISCIPLINE: 04 Visual Arts				
CAUSSY, ROY	Vancouver	working with clay at an artist residency at Medalta International Artist in Residency program		7,000
HEPBURN, MEGAN V	Vancouver	attending the WORLD OF CO residency to research a new project SCENT OF MOURNING		7,000
PARK, SOYOUNG	Vancouver	participation in the sound art workshops by C. Suarez		4,340
PASIECHNIK, JENELLE M	Victoria	development of curatorial and critical skills by attending BAK Institute Summer School: Art in the Otherwise		3,000
SHATZKO, AMANDA C	Vernon	attendance at the Global Cultural Leadership Programme in Amsterdam		2,775
STRAIN, MANUEL A	Maple Ridge	mentorship with Lawrence Paul Yuxwelupton to create a series of large scale paintings		7,000
DISCIPLINE: 05 Literary				
PAGE, KATHERINE	Salt Spring Island	present new novel DEAR EVELYN at the Birmingham festival		2,485
SHIELDS, SARA CASSIDY	Victoria	participation at the 2018 Festival of Trees Ontario Library Association awards		800
DISCIPLINE: 06 Media Arts				
DARSHI, AGAMDEEP	Surrey	attend Whistler Film Festival Praxis Screenwriter's Lab for INDIANS IN COWTOWN		3,600
KRAMER, JODY	Squamish	upgrading animation software skills		7,500
Sub-Total			52,036	50,000
Grand Total			52,036	50,000

BC ARTS COUNCIL
Grant Tracking Management System
Arts Council Project Report

Fiscal Year 2019

CODE: 30.01
CATEGORY: ARTS AWARDS
PROGRAM: Creative Writing Projects - Non-Prose
BATCH(ES): 86, 88

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 24 Other				
GAJDICS, PETER A	Vancouver	"INHERITANCE OF SHAME" (STAGE PLAY ADAPTATION OF MEMOIR) - a work of drama	S.13,S.17	6,000
YAWNGHWE, ONJANA	Coquitlam	graphic novel about Myanmar (Burma) - a new work		6,000
DISCIPLINE: 30 Poetry				
ALLURI, HARI	Vancouver	A QUIET OF ARROWS - a new poetry book		6,000
FRIESEN, PATRICK S	Victoria	THE VENTRILOQUIST AND OTHER POEMS - a new work		12,000
GRANT, ANDREA MAE	Parksville	TOO NARROW FOR MY SHOULDER BLADES - a collection of poetry		5,000
JEROME, GILLIAN	Vancouver	NEVERTHELESS: VANCOUVER WALKING POEMS - a new work		6,000
KIRTON, L. JONINA	Vancouver	FOR ALL THAT WAS NEVER SAID... - a collection of poems		6,000
PARE, ARLEEN L	Victoria	FIRST - a new work of poetry		11,000
PAUL, PHILIP KEVIN	Brentwood Bay	I'M STILL YOUR PITIFUL ONE - a work of poetry		6,000
PEARCE, JACQUELINE M	Burnaby	DAYLIGHTING - haibun poetry collection		11,000
UPFOLD, AMBER DAWN	Vancouver	MY ART IS KILLING ME AND OTHER POEMS - a new work		9,500
DISCIPLINE: 32 Juvenile				
ADDERSON, CAROLINE L.	Vancouver	THE HOSPITAL DE BONECAS - a middle grade novel		11,800
CROSS, JANINE P	North Vancouver	THE LEAGUE OF EXTRAORDINARY MISFITS - a new YA novel		11,000
KYI, TANYA D	Vancouver	FEEDING THE FIRES - a new novel		12,000
PALMER, JUSTIN (JUDD)	Victoria	THE UNALPHABET - a picture book for young children		11,000
ROSSON, ERIN R	Victoria	WITCHES OF ASH AND RUIN - a YA novel		6,000
SOMMERSBY YOUNG, JENNIFER	Coquitlam	THE BRIGHT DAY IS DONE - a new YA novel		6,000
THOMPSON, KIM L.	Salt Spring Island	MABEL CARNEGIE - a historical YA novel		8,000
DISCIPLINE: 43 Drama				
BOYCHUK, PETER J	Port Moody	DAUNTLESS - a new science fiction musical		10,000
BUTTON, SCOTT GRAHAM	Vancouver	Night Passing Development Project		3,960
CARLSON, TIMOTHY	Vancouver	ISOLATION SUITE - A new play		6,000
CHAN, KA HO	Vancouver	WING CHUN - a work of drama		6,000
DEVEAU, DAVID	Coquitlam	LOST & FOUND - a play for young people		10,715

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GLADSTONE, RYAN	Vancouver	ASSASSINATING SHAKESPEARE - a new play	s.13,s. 17	6,000
HALL, ELIZABETH JORDAN	Vancouver	THE CUPERTINO EFFECT - a new play		6,000
LEIREN-YOUNG, MARK	Saanich	THE TRIAL OF MOBY DICK - a script		12,000
POWER, TRACEY	Kamloops	WILD FIRE - a new play		12,000
STEELE, SUZANNE	Vancouver	RIEL'S HEART OF THE NORTH, LES ENTRAILLES DU NORD		3,800
WARREN, ADAM G	Burnaby	LIGHTS - new play		5,500
WEST, ANAIS	Vancouver	SYRENKA - a new play		5,725
DISCIPLINE: 46	Graphic Novel			
CLIFF, ANTHONY E	Vancouver	DELILAH DIRK AND THE TIDES OF FIRE - a graphic novel		12,000
			<hr/>	
Sub-Total			255,080	250,000
			<hr/>	
Grand Total			255,080	250,000

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CODE: 30.01
CATEGORY: ARTS AWARDS
PROGRAM: Creative Writing Projects - Prose
BATCH(ES): 97, 99

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE:				
GASTON, BILL	Victoria	GREATLAND - a novel	S.13,S. 17	12,000
PAYTON, BRIAN	Comox	THE CHOSEN SON - a new novel		12,000
STENSON, BILL B	Duncan	LARGER - a new novel		10,000
YOUNG, TERENCE	Victoria	PARALLAX AND OTHER STORIES - a collection of short stories		12,000
DISCIPLINE: 29 Fiction				
BEAMISH, JEFF	Surrey	A STONE TOO SMALL TO KILL - a new novel		6,000
BLACK, BARBARA L	Victoria	MASTERING SURFACE TENSION - a short story collection		6,000
BUDDE, ROBERT	Prince George	A LONG WAY OFF - a new novel		8,000
GARTNER, ZSUZSI	Vancouver	WE COME IN PEACE - a new novel		6,000
HAWLEY, ALEXANDRA (ALIX) G	Kelowna	LOVE AND MONSTERS, Part Two - revision of new novel		12,000
KNIGHT, CHELENE A	Vancouver	JUNIE - a new work of fiction		6,000
LAU, DORETTA	Burnaby	WE ARE UNDERLINGS - a new novel		6,000
LESLIE, ALEXANDRA	Richmond	THE OLDEST NAMES GATHER NEAR THE EYES - a new novel		6,000
LITTLE, ASHLEY J.	Kelowna	NOT TOMORROW OR THE NEXT DAY - a new collection of short stories		12,000
MYARA, SHANA	Vancouver	THE OUBLIETTES - a new novel		6,000
NEALE, JENNIFER	Vancouver	TRICK PONY - a work of fiction		6,000
POTVIN, CLAUDINE	Brentwood Bay	IMAGINE - a collection of short stories		11,300
ROMANO-LAX, ANDROMEDA	Ladysmith	BOY ROBINSON - a new novel		12,000
ROSNAU, LAISHA L	Coldstream	THE PEACE - a new novel		12,000
SAGALOVITSCH, LAURENT	Vancouver	PAR-DELA LES TOMBES - a new novel		12,000
THORKELSON, ERIKA J.	Vancouver	DEBRIS - a work of fiction		6,000
WIEBE, SAMUEL A	Vancouver	research driven historical novel of 1970's Vancouver		8,700
WILSON, DAVID W.	Victoria	ALL THESE WOUNDED BOYS YOU LIE BESIDE - a collection of short stories		6,000
WONG, LINDSAY	Vancouver	CAREFUL DYING - a new short story collection		6,000
DISCIPLINE: 31 Non-fiction				
BRAUDE, MARK	Vancouver	KIKI NAN RAY: ART, LOVE AND RIVALRY IN 1920'S PARIS - a work of non-fiction		5,000
COYOTE, IVAN S	Vancouver	REBENT SINNER - a collection of very short stories		12,000

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CUNNINGHAM, FRANCINE	Vancouver	THE WAY I WAS BROUGHT INTO THE WORLD WAS THIS - a memoir	s.13,s. 17	6,000
GOTO, HIROMI	Vancouver	STORIES FROM LAND, STORIES FROM WATER: Quiet Conversations in a Noisy World - a new work		12,000
HESKETH, CARLA S	Victoria	THE RED APRON - a piece of creative non-fiction		12,000
LEBLANC, JUDY	Fanny Bay	THE DAUGHTERS OF ROSALEE - a work of non-fiction		6,000
LEE, JENNIFER S.	Burnaby	FAN FICTION: MY LIFE AT THE EDGES OF POP CULTURE - a new work		12,000
PEACH, HILARY E	Gabriola Island	Don't Bleed In The Sharkpool: Stories About Working for the Boilermakers Union		6,000
RUZESKY, JAY	Duncan	AFTER ANTARCTICA - a creative non-fiction memoir		12,000
SPANER, DAVID A	Vancouver	THE UNKNOWN REVOLUTION: B.C.'s SOLIDARITY UPRISING OF 1983 - a new work of non-fiction		6,000
ZUEHLKE, MARK W	Victoria	THE MAPLE LEAF VERSUS THE SUN: Canada and Japan in WWII - a new book		11,000
Sub-Total			301,700	300,000
Grand Total			301,700	300,000

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CODE: 20.01
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Professional Projects - Media Arts
BATCH(ES): 90

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 06 Media Arts				
A.I.A. ARTS IN ACTION SOCIETY, THE	Vancouver	engaging with community and collaborating with artists to make two films and one animation	S.13,S.17	7,300
CINEVOLUTION MEDIA ARTS SOCIETY	Richmond	Digital Carnival 2019: FIRE, an interactive, community-engaged, two-day public showcase in Richmond, BC		12,500
REEL TO REAL: A CELEBRATION OF MOVING IMAGES	Vancouver	funding for Sound in Film workshop		7,000
Sub-Total			59,500	26,800
Grand Total			59,500	26,800

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Fiscal Year 2019

CODE: 20.01
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Professional Projects - Museums & Indigenous Cultural Centres
BATCH(ES): 104

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 07 Museums				
LIL'WAT NATION/LIL'WAT7UL CULTURE CENTRE	Mount Currie	development of a permanent exhibition of Lil'wat woven and stone collection material	S.13,S.1 7	5,500
NISGA'A MUSEUM	Laxgalts'ap	developing and delivering a traditional art form moccasin program in preparation for Hobiye		4,500
SPO7EZ CULTURAL CENTRE AND COMMUNITY SOCIETY	Whistler	a traditional Interior Salish cedar weaving workshop series		8,000
Sub-Total			21,000	18,000
Grand Total			21,000	18,000

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Fiscal Year 2019

CODE: 20.01
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Professional Projects - Arts Festivals
BATCH(ES): 106,112

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 01 Theatre				
IMPULSE THEATRE SOCIETY	Victoria	presentation of the Professional Development Series as part of 2019 PEEKFEST	S.13,S.17	7,900
UP IN THE AIR THEATRE SOCIETY	Vancouver	The Local Maintage program at the reEvolver Theatre Festival		15,000
VANCOUVER MOVING THEATRE SOCIETY	Vancouver	'Holding the Light' an initiative to illuminate the Downtown Easidside's diverse and rich culture and heritage		22,000
VINES ART FESTIVAL SOCIETY	Vancouver	assist with Vines Art Festival 2019 Resilient Roots program		18,000
DISCIPLINE: 02 Dance				
VANCOUVER INTERNATIONAL DANCE FESTIVAL SOCIETY	Vancouver	programming of BC artists at the Roundhouse, Woodward's Atrium and KW Studios		20,000
DISCIPLINE: 03 Music				
AFRICAN DESCENT SOCIETY BRITISH COLUMBIA	Vancouver	assist with African drumming and dance workshop		9,000
ISLAND MOUNTAIN ARTS SOCIETY	Wells	assist with projects as part of 16th Annual Arts Wells Festival of All Things Art		20,000
MISSION FOLK MUSIC FESTIVAL SOCIETY	Mission	assist with Bitter and Sweet program for Mission Folk Music Festival 2019		6,400
PRINCE GEORGE FOLKFEST SOCIETY	Prince George	assist with presenting indigenous and multicultural artist at 2020 Coldsnap		15,000
SOUND OF DRAGON SOCIETY	Vancouver	assist with debut of Vancouver erhu quartet at the 2020 Sound of Dragon Music Festival		8,000
VANCOUVER INTER-CULTURAL ORCHESTRA SOCIETY, THE	Vancouver	assist with 2019 edition of the annual Global Soundscapes Festival		10,700
VICTORIA BC SKA & REGGAE SOCIETY	Victoria	assist with diversity and cultural representation of women at workshops		13,000
DISCIPLINE: 04 Visual Arts				
CAPTURE PHOTOGRAPHY FESTIVAL SOCIETY	Vancouver	the 2019 Capture Photography Festival public art program		15,000
CREATE VANCOUVER SOCIETY	Vancouver	the VISUAL SOVEREIGNTY component of the 2019 Vancouver Mural Festival-to support an Indigenous curator		12,000
DISCIPLINE: 05 Literary				
HORNBY FESTIVAL SOCIETY	Hornby Island	a ONE-DAY WRITERS FESTIVAL component at the 2019 festival, focussing on Canadian Indigenous literature		4,700
KOOTENAY LITERARY SOCIETY	Nelson	the CROSSING STREAMS workshops component with artists Candace Savage and Stephen Fearing		3,400

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VANCOUVER BOOK AND MAGAZINE FAIR SOCIETY	Vancouver	expanding the INDIGENOUS PROGRAMMING component at WORD Vancouver 2019	s.13,s.17	8,000
VICTORIA FESTIVAL OF AUTHORS SOCIETY	Victoria	adding a children's literature component to the 2019 Victoria Festival of Authors		4,900
DISCIPLINE: 06 Media Arts				
REEL TO REAL: A CELEBRATION OF MOVING IMAGES	Vancouver	"Focus on Engagement," an initiative that is part of the 21st edition of the R2R International Film Festival for Youth		15,000
RUNNYMEDE ENHANCEMENT SOCIETY	Victoria	the media-based installation/exhibition component of Antimatter [Media Art]		6,875
WOMEN IN FILM & TELEVISION VANCOUVER SOCIETY	Vancouver	the BC component of the Vancouver International Women in Film Festival		5,125
DISCIPLINE: 08 General				
VANCOUVER INTERNATIONAL BHANGRA CELEBRATION SOCIETY	Vancouver	assist with the 5X Festival ArtsHub, a suite of events for emerging artists and outreach		10,000
Sub-Total			352,325	250,000
Grand Total			352,325	250,000

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Fiscal Year 2019

CODE: 20.01
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Professional Projects - Visual Arts
BATCH(ES): 116

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 04 Visual Arts				
BILL REID FOUNDATION	Vancouver	WOMXN AND WATERWAYS, a temporary exhibition examining water resources and NW Coast Indigenous women	s.13,s.17	13,000
GORDON AND MARION SMITH FOUNDATION FOR YOUNG ARTIS	North Vancouve	PAREIDOLIA: TIKO KERR solo exhibition and accompanying publication and public programming		6,000
OCW ARTS & PUBLISHING FOUNDATION	Vancouver	production of the 2019 Vancouver Art Book Fair		12,275
OTHER SIGHTS FOR ARTISTS' PROJECTS ASSOCIATION	Vancouver	artist fees and public programming for one of 3 BLUE CABIN FLOATING ARTIST RESIDENCIES in 2019		12,000
SIMON FRASER UNIVERSITY GALLERIES	Burnaby	EMBASSY, a contemporary art project by Cedric Bomford that considers diplomacy, identity & power		13,000
SOUTH PEACE ART SOCIETY	Dawson Creek	THE FACES OF WISDOM, a group photography exhibition of Elders from Treaty 8 communities		5,000
UNIVERSITY OF VICTORIA LEGACY ART GALLERY	Victoria	OTHER FACES OF NIHONGA, a performance & public engagement project by Cindy Mochizuki		5,725
Sub-Total			73,725	67,000
Grand Total			73,725	67,000

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Fiscal Year 2019

CODE: 20.34
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Enhanced Capacity - Book Publishers
BATCH(ES): 92

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 49 Book Publishers				
CAITLIN PRESS INC	Halfmoon Bay	Hire two freelance designers to manage workload	S.13,S .17	15,000
RONSDALE PRESS LTD.	Vancouver	Hiring part-time marketing assistant		15,000
THEYTUS BOOKS LTD.	Penticton	New website - ReaderBound		30,000
Sub-Total			60,000	60,000
Grand Total			60,000	60,000

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Fiscal Year 2019

CODE: 20.34
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Enhanced Capacity - Media Arts
BATCH(ES): 94

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 06 Media Arts				
PACIFIC CINEMATHEQUE PACIFIQUE SOCIETY	Vancouver	a capital purchase of video production equipment to build capacity and increase the number of BC communities served	S.13,S. 17	30,000
WESTERN FRONT SOCIETY	Vancouver	expanding the Administrative Assistant position and paying the Gallery Attendant for the new open lobby configuration		15,000
Sub-Total			45,000	45,000
Grand Total			45,000	45,000

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CODE: 20.34
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Enhanced Capacity
BATCH(ES): 101

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 04 Visual Arts				
BC PHOTOGRAPHY AND MEDIA ARTS SOCIETY	North Vancouver	creation of new position -Assistant Curator, Education	S.13,S.17	30,000
COMOX VALLEY ART GALLERY	Courtenay	hiring of a production and communications coordinator		15,000
CONTEMPORARY ART GALLERY SOCIETY	Vancouver	present approx. 2 exhibitions by canadian women artists		30,000
NANAIMO ART GALLERY SOCIETY	Nanaimo	meet challenges of sustaining an ambitious level of activity inside/outside gallery		30,000
OPEN SPACE ARTS SOCIETY	Victoria	creating a permanent Aboriginal Curator's position and support for planning during a transitional period		30,000
OR GALLERY SOCIETY	Vancouver	Programming and Residency Space capital project		30,000
SURREY ART GALLERY	Surrey	core funding for programming and staffing		30,000
VANCOUVER ACCESS ARTIST RUN CENTRE	Vancouver	investing in human resources: increased hours for Director/Curator & creating part-time Project Coordinator position		30,000
VISIBLE ARTS SOCIETY/GRUNT GALLERY	Vancouver	develop an ongoing program of artist residencies		30,000
Sub-Total			255,000	255,000
Grand Total			255,000	255,000

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CODE: 20.34
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Enhanced Capacity - Museums & Indigenous Cultural Centres
BATCH(ES): 102

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 07 Museums				
CORTES ISLAND MUSEUM & ARCHIVES SOCIETY (CIMAS)	Mansons Landi	hiring a year-round permanent part time director of public programming	S.13,S.17	15,000
FRASER-FORT GEORGE MUSEUM SOCIETY	Prince George	HIRE AN INDIGENOUS CURATORIAL ASSISTANT		30,000
HAIDA GWAII MUSEUM SOCIETY	Skidegate	BUILD CAPACITY IN ARTS/MUSEUM ADMINISTRATION		30,000
QUALICUM BEACH HISTORICAL & MUSEUM SOCIETY	Qualicum Beac	develop relationship with the Qualicum First Nation		15,000
Sub-Total			90,000	90,000
Grand Total			90,000	90,000

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CODE: 20.34
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Enhanced Capacity - Prof. Festivals
BATCH(ES): 103,111

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 03 Music				
COASTAL JAZZ AND BLUES SOCIETY	Vancouver	create and implement an indigenous artist residency program	S.13,S.1 7	15,000
DISCIPLINE: 06 Media Arts				
VANCOUVER LATIN AMERICAN FILM FESTIVAL	Vancouver	hiring a seasonal Festival Production Coordinator, production of new signage, and funds for new programming initiatives		15,000
DISCIPLINE: 08 General				
INDIAN SUMMER ARTS SOCIETY	Vancouver	Institute advisory council; human resources for TAIKE programming		30,000
POWELL STREET FESTIVAL SOCIETY	Vancouver	assist with establishment of a Festival Operations crew		15,000
PRIDE IN ART SOCIETY	Vancouver	assist with SUM programming		30,000
Sub-Total			105,000	105,000
Grand Total			105,000	105,000

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CODE: 20.34
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Enhanced Capacity - Arts & Cultural Service Organizations
BATCH(ES): 114

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 01 Theatre				
GREATER VANCOUVER PROFESSIONAL THEATRE ALLIANCE SO	Vancouver	adding a part-time coordinator, other staffing issues and professional development	\$13,517	30,000
DISCIPLINE: 02 Dance				
VDC DANCE CENTRE SOCIETY, THE (THE DANCE CENTRE)	Vancouver	assist with seed funds for part-time outreach liaison		30,000
DISCIPLINE: 07 Museums				
BRITISH COLUMBIA MUSEUMS ASSOCIATION	Victoria	hiring a part time indigenous engagement and advisory services coordinator		30,000
DISCIPLINE: 08 General				
BRITISH COLUMBIA ALLIANCE FOR ARTS AND CULTURE SO	Vancouver	expansion of Digital Ladders, digital literacy program		15,000
PEACE-LIARD REGIONAL ARTS COUNCIL	Rolla	implementation of an artist-in residence program to assist Peace-laird region artists in furthering artistic development		15,000
Sub-Total			120,000	120,000
Grand Total			120,000	120,000

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CODE: 20.02
CATEGORY: PROJECT ASSISTANCE
PROGRAM: Community Projects
BATCH(ES): 109

Organization Name	Location	Description	Requested Amt.	Amt.Approved
DISCIPLINE: 01 Theatre				
MISCELLANEOUS PRODUCTIONS SOCIETY	Vancouver	assist with youth-centred cycle of touring on the concepts of Refuge, Refugee and Reconciliation	S.13,S.17	13,000
DISCIPLINE: 03 Music				
SELKIRK CONCERT SOCIETY	Nelson	assist with presentation of Fastlane to Paradise, an original music theatre work		7,000
VANCOUVER CANTONESE OPERA	Surrey	assist with Tale of the Eastside Lantern rock opera		4,000
DISCIPLINE: 04 Visual Arts				
ARTS ASSEMBLY SOCIETY	Vancouver	assist with artist fees, admin projects and travel		2,500
CURIOSITY COLLIDER ART-SCIENCE FOUNDATION	Vancouver	assist with paying artists professional curatorial fees for Collisions Festival		11,000
MONASHEE ARTS COUNCIL	Lumby	assist with digitization of completed new mural		6,500
DISCIPLINE: 05 Literary				
MID-ISLAND METIS NATION ASSOCIATION	Nanaimo	assist with Bookfest - providing First Nation/Inuit/Metis youth with reading with exposure to Aboriginal authors/illustr		7,000
DISCIPLINE: 08 General				
VANCOUVER CHERRY BLOSSOM FESTIVAL SOCIETY	Vancouver	assist with Spring Lights program and growing the sponsorship program		9,000
WEPRESS COMMUNITY ARTS SPACE SOCIETY	Vancouver	assist with facilitating community dialogue on the role of art-making in the revitalization of Indigenous languages		10,000
Sub-Total			86,961	70,000
Grand Total			86,961	70,000

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Withheld pursuant to/removed as

s.13;s.17

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ELECTORIAL DISTRICT/RECIPIENT	APPROVED	BCAC PROGRAM	DESCRIPTION
Abbotsford-Mission ABBOTSFORD ARTS COUNCIL LANGLEY ARTS COUNCIL	\$35,000 \$25,000	Community Arts Organizations Community Arts Organizations	Operating activities Operating activities
Abbotsford West ABBOTSFORD CULTURAL CENTRE MISSION ARTS COUNCIL, DISTRICT OF MISSION FOLK MUSIC FESTIVAL SOCIETY	\$28,000 \$16,408 \$6,400	Strategic Opportunities Community Arts Organizations Professional Projects	REEL CHANGE, a community-engaged Indigenous Film Series Operating activities assist with Bitter and Sweet program for Mission Folk Music Festival 2019
Boundary-Similkameen GRAND FORKS ART GALLERY SOCIETY GRAND FORKS ART GALLERY SOCIETY OLIVER COMMUNITY ARTS COUNCIL OSOYOOS & DISTRICT ARTS COUNCIL PRINCETON COMMUNITY ARTS COUNCIL	\$20,000 \$1,800 \$8,000 \$8,000 \$8,000	Visual Arts SUPPLEMENTAL Community Arts Organizations Community Arts Organizations Community Arts Organizations	Operating activities Operating activities Operating activities Operating activities Operating activities
Burnaby-Deer Lake VANCOUVER INTERNATIONAL BHANGRA CELEBRATION SOCIETY WARREN, ADAM G	\$10,000 \$5,500	Professional Projects Creative Writing Projects	assist with the 5X Festival ArtsHub, suite of events for emerging artists & outreach LIGHTS - new play
Burnaby-Edmonds BURNABY ART GALLERY BURNABY ARTS COUNCIL LAU, DORETTA PEARCE, JACQUELINE M	\$20,000 \$33,000 \$6,000 \$11,000	Visual Arts Community Arts Organizations Creative Writing Projects Creative Writing Projects	Operating activities Operating activities WE ARE UNDERLINGS - a new novel DAYLIGHTING - haibun poetry collection
Burnaby-Lougheed NIKKEI NATIONAL MUSEUM & CULTURAL CENTRE NIKKEI NATIONAL MUSEUM & CULTURAL CENTRE	\$35,000 \$7,000	Museums SUPPLEMENTAL	Operating activities Operating activities
Burnaby North LEE, JENNIFER S. SIMON FRASER UNIVERSITY GALLERIES	\$12,000 \$13,000	Creative Writing Projects Professional Projects	FAN FICTION: MY LIFE AT THE EDGES OF POP CULTURE - a new work EMBASSY, a contemporary art project by Cedric Bomford
Cariboo-Chilcotin KSK'ETEMC FIRST NATIONS	\$28,000	Strategic Opportunities	local established/emerging artists to design/build a culturally-relevant log structure
Cariboo North LAND MOUNTAIN ARTS SOCIETY QUESNEL & DISTRICT COMMUNITY ARTS COUNCIL QUINSET THEATRE SOCIETY WILLIAMS LAKE, COMMUNITY ARTS COUNCIL OF	\$20,000 \$9,943 \$30,000 \$12,570	Professional Projects Community Arts Organizations Strategic Opportunities Community Arts Organizations	assist with part of 16th Annual Arts Wells Festival of All Things Art Operating activities augmenting & reorganizing the organizational structure (phase II) Operating activities

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ELECTORIAL DISTRICT/RECIPIENT	APPROVED	BCAC PROGRAM	DESCRIPTION
Chilliwack			
CHILLIWACK MUSEUM & HISTORICAL SOCIETY	\$22,500	Museums	Operating activities
CHILLIWACK MUSEUM & HISTORICAL SOCIETY	\$3,600	SUPPLEMENTAL	Operating activities
Chilliwack-Kent			
CHILLIWACK COMMUNITY ARTS COUNCIL	\$25,000	Strategic Opportunities	community engagement/strategic planning process to determine community needs
HARRISON FESTIVAL SOCIETY	\$26,000	General - Festival	Operating activities
HARRISON FESTIVAL SOCIETY	\$5,720	SUPPLEMENTAL	Operating activities
KENT-HARRISON ARTS COUNCIL	\$6,000	Community Arts Organizations	Operating activities
Columbia River-Revelstoke			
COLUMBIA VALLEY ARTS COUNCIL	\$8,000	Community Arts Organizations	Operating activities
GOLDEN DISTRICT ARTS COUNCIL	\$17,023	Community Arts Organizations	Operating activities
KIMBERLEY ARTS COUNCIL - CENTRE 64 SOCIETY	\$15,849	Community Arts Organizations	Operating activities
REVELSTOKE ARTS COUNCIL	\$17,000	Community Arts Organizations	Operating activities
Comox Valley			
PAYTON, BRIAN	\$12,000	Creative Writing Projects	THE CHOSEN SON - a new novel
Coquitlam-Burke Mountain			
LYNN, CALISTA	\$6,000	Junior Scholarship	
SOMMERSBY YOUNG, JENNIFER	\$6,000	Creative Writing Projects	THE BRIGHT DAY IS DONE - a new YA novel
WONG, LINDSAY	\$6,000	Creative Writing Projects	CAREFUL DYING - a new short story collection
Coquitlam-Maillardville			
CHUNG, LUCAS	\$6,000	Senior Scholarship	
DEVEAU, DAVID	\$10,715	Creative Writing Projects	LOST & FOUND - a play for young people
DEVEAU, DAVID	\$7,500	Professional Development Projects	a six month mentorship to develop/hone producer/curatorial skills
KUO, WILLIAM	\$2,500	Professional Development Projects	participation in Gaudeamus Muziekweek and Academy to present three works
YAWNGHWE, ONJANA	\$6,000	Creative Writing Projects	graphic novel about Myanmar (Burma) - a new work
Courtenay-Comox			
COMOX VALLEY ART GALLERY	\$22,000	Visual Arts	Operating activities
COMOX VALLEY ART GALLERY	\$15,000	Enhanced Capacity	Operating activities
COMOX VALLEY ART GALLERY	\$3,960	SUPPLEMENTAL	Operating activities
COMOX VALLEY COMMUNITY ARTS COUNCIL	\$26,119	Community Arts Organizations	Operating activities
FOURTENAY & DISTRICT HISTORICAL SOCIETY	\$25,000	Museums	Operating activities
FOURTENAY & DISTRICT HISTORICAL SOCIETY	\$4,000	SUPPLEMENTAL	Operating activities
Howichan Valley			
BRITISH COLUMBIA FOREST MUSEUM SOCIETY	\$75,000	Museums	Operating activities
BRITISH COLUMBIA FOREST MUSEUM SOCIETY	\$12,000	SUPPLEMENTAL	Operating activities
HOWICHAN VALLEY ARTS COUNCIL	\$23,150	Community Arts Organizations	Operating activities
MUZESKY, JAY	\$12,000	Creative Writing Projects	AFTER ANTARCTICA - a creative non-fiction memoir
JOHNSON, BILL B	\$10,000	Creative Writing Projects	LARGER - a new novel

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Esquimalt-Metchosin CARRANZA, FABIOLA PASIECHNIK, JENELLE M TOWNSHIP COMMUNITY ARTS COUNCIL	\$10,000 \$3,000 \$9,298	Media Arts Professional Development Projects Community Arts Organizations	Operating activities gain curatorial and critical skills by attending BAK Institute Summer School Operating activities
Esquimalt-Royal Roads FRIESEN, PATRICK S HESKETH, CARLA S	\$12,000 \$12,000	Creative Writing Projects Creative Writing Projects	THE VENTRILOQUIST AND OTHER POEMS - a new work THE RED APRON - a piece of creative non-fiction
Fraser-Nicola HOPE AND DISTRICT ARTS COUNCIL NICOLA VALLEY COMMUNITY ARTS COUNCIL	\$16,000 \$8,000	Community Arts Organizations Community Arts Organizations	Operating activities Operating activities
Juan de Fuca Sooke COMMUNITY ARTS COUNCIL	\$6,598	Community Arts Organizations	Operating activities
Kamloops-South Thompson BRITISH COLUMBIA DRAMA ASSOCIATION/THEATRE BC KAMLOOPS ART GALLERY KAMLOOPS ART GALLERY KAMLOOPS ARTS COUNCIL KAMLOOPS MUSEUM & ARCHIVES KAMLOOPS MUSEUM & ARCHIVES POWER, TRACEY	\$73,400 \$100,000 \$18,000 \$33,051 \$41,500 \$8,300 \$12,000	Theatre - Service Visual Arts SUPPLEMENTAL Community Arts Organizations Museums SUPPLEMENTAL Creative Writing Projects	Operating activities Operating activities Operating activities Operating activities Operating activities Operating activities WILD FIRE - a new play
Kelowna-Lake Country CENTRAL OKANAGAN, ARTS COUNCIL OF THE KELOWNA ART GALLERY ASSOCIATION KELOWNA ART GALLERY ASSOCIATION KELOWNA MUSEUMS SOCIETY KELOWNA MUSEUMS SOCIETY OKANAGAN ARTISTS' ALTERNATIVE ASSOCIATION OKANAGAN ARTISTS' ALTERNATIVE ASSOCIATION	\$23,242 \$55,000 \$9,900 \$65,000 \$11,700 \$25,000 \$4,500	Community Arts Organizations Visual Arts SUPPLEMENTAL Museums SUPPLEMENTAL Visual Arts SUPPLEMENTAL	Operating activities Operating activities Operating activities Operating activities Operating activities Operating activities Operating activities
Kelowna-Mission LITTLE, ASHLEY J.	\$12,000	Creative Writing Projects	NOT TOMORROW OR THE NEXT DAY - a new collection of short stories
Kelowna West HAWLEY, ALEXANDRA (ALIX) G	\$12,000	Creative Writing Projects	LOVE AND MONSTERS, Part Two - revision of new novel
Kootenay East GRANBROOK & DISTRICT ARTS COUNCIL FERNIE & DISTRICT ARTS COUNCIL FERNIE & DISTRICT HISTORICAL SOCIETY	\$11,300 \$20,530 \$20,000	Community Arts Organizations Community Arts Organizations Museums	Operating activities Operating activities Operating activities

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Kootenay West			
KOOTENAY GALLERY OF ART, HISTORY AND SCIENCE	\$20,000	Visual Arts	Operating activities
KOOTENAY GALLERY OF ART, HISTORY AND SCIENCE	\$700	SUPPLEMENTAL	Operating activities
MONASHEE ARTS COUNCIL	\$6,500	Community Projects	assist with digitization of completed new mural
MOREIRA, CARMEN	\$6,400	Professional Development Projects	mentorship - Ricachela Abbate Perinaldo Italy August 2019 theoretical studies
ROSSLAND COUNCIL FOR ARTS & CULTURE	\$12,000	Community Arts Organizations	Operating activities
SLOCAN LAKE GALLERY SOCIETY	\$2,800	Community Arts Organizations	Operating activities
SLOCAN VALLEY COMMUNITY ARTS COUNCIL	\$6,500	Community Arts Organizations	Operating activities
TRAIL & DISTRICT COMMUNITY ARTS COUNCIL	\$13,078	Community Arts Organizations	Operating activities
Langford-Juan de Fuca			
SOOKE REGION HISTORICAL SOCIETY	\$30,000	Museums	Operating activities
SOOKE REGION HISTORICAL SOCIETY	\$4,800	SUPPLEMENTAL	Operating activities
WEST SHORE ARTS COUNCIL	\$23,773	Community Arts Organizations	Operating activities
Langley East			
LANGLEY CENTENNIAL MUSEUM	\$40,000	Museums	Operating activities
LANGLEY CENTENNIAL MUSEUM	\$7,200	SUPPLEMENTAL	Operating activities
Maple Ridge-Mission			
MAPLE RIDGE AND PITT MEADOWS ARTS COUNCIL	\$32,255	Community Arts Organizations	Operating activities
Maple Ridge-Pitt Meadows			
STRAIN, MANUEL A	\$7,000	Professional Development Projects	mentorship with Lawrence Paul Yuxwelupton to create a series of large scale paintings
Mid Island-Pacific Rim			
ALBERNI VALLEY MUSEUM	\$65,000	Museums	Operating activities
ALBERNI VALLEY MUSEUM	\$11,700	SUPPLEMENTAL	Operating activities
ALBERNI VALLEY, COMMUNITY ARTS COUNCIL OF	\$18,461	Community Arts Organizations	Operating activities
ARTS DENMAN	\$8,000	Community Arts Organizations	Operating activities
CUMBERLAND & DISTRICT HISTORICAL SOCIETY	\$20,000	Museums	Operating activities
HORNBY FESTIVAL SOCIETY	\$4,700	Professional Projects	1 day writers festival component of 2019 festival, focusing on Canadian Indigenous literature
HORNBY ISLAND ARTS COUNCIL	\$8,000	Community Arts Organizations	Operating activities
LEBLANC, JUDY	\$6,000	Creative Writing Projects	THE DAUGHTERS OF ROSALEE - a work of non-fiction
PACIFIC RIM ARTS SOCIETY	\$25,000	Strategic Opportunities	consultation with First Nations to address challenges in program development/delivery/promotion
PACIFIC RIM ARTS SOCIETY	\$18,000	Community Arts Organizations	Operating activities
TOFINO ARTS COUNCIL SOCIETY	\$8,000	Community Arts Organizations	Operating activities
Nanaimo			
MID-ISLAND METIS NATION ASSOCIATION	\$7,000	Community Projects	assist with Bookfest - provide First Nation/Inuit/Metis youth with exposure to Aboriginal authors
NANAIMO ART GALLERY SOCIETY	\$25,000	Visual Arts	Operating activities
NANAIMO ART GALLERY SOCIETY	\$30,000	Enhanced Capacity	Operating activities
NANAIMO ART GALLERY SOCIETY	\$5,000	SUPPLEMENTAL	Operating activities

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North Island			
CAMPBELL RIVER & DISTRICT MUSEUM & ARCHIVES SOCIETY	\$93,000	Museums	Operating activities
CAMPBELL RIVER & DISTRICT MUSEUM & ARCHIVES SOCIETY	\$18,600	SUPPLEMENTAL	Operating activities
CAMPBELL RIVER & DISTRICT PUBLIC ART GALLERY	\$22,000	Visual Arts	Operating activities
CAMPBELL RIVER & DISTRICT PUBLIC ART GALLERY	\$4,400	SUPPLEMENTAL	Operating activities
CAMPBELL RIVER COMMUNITY ARTS COUNCIL	\$22,976	Community Arts Organizations	Operating activities
CORTES ISLAND MUSEUM & ARCHIVES SOCIETY (CIMAS)	\$20,000	Museums	Operating activities
CORTES ISLAND MUSEUM & ARCHIVES SOCIETY (CIMAS)	\$15,000	Enhanced Capacity	Operating activities
UMISTA CULTURAL SOCIETY	\$90,000	Museums	Operating activities
UMISTA CULTURAL SOCIETY	\$18,000	SUPPLEMENTAL	Operating activities
North Vancouver-Lonsdale			
BC PHOTOGRAPHY AND MEDIA ARTS SOCIETY	\$30,000	Enhanced Capacity	Operating activities
BC PHOTOGRAPHY AND MEDIA ARTS SOCIETY	\$98,500	Visual Arts	Operating activities
BC PHOTOGRAPHY AND MEDIA ARTS SOCIETY	\$19,700	SUPPLEMENTAL	Operating activities
GORDON AND MARION SMITH FOUNDATION FOR YOUNG ARTIS	\$6,000	Professional Projects	PARÉIDOLIA: TIKO KERR solo exhibition and accompanying publication and public programming
NORTH VANCOUVER COMMUNITY ARTS COUNCIL	\$35,000	Community Arts Organizations	Operating activities
SUPERSTEIN, ANDREA	\$4,500	Professional Development Projects	study of composition and arranging with Elizabeth Shepherd in Montreal
North Vancouver-Seymour			
NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION	\$40,000	Museums	Operating activities
NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION	\$8,000	SUPPLEMENTAL	Operating activities
Oak Bay-Gordon Head			
BLACK, BARBARA L	\$6,000	Creative Writing Projects	MASTERING SURFACE TENSION - a short story collection
GASTON, BILL	\$12,000	Creative Writing Projects	GREATLAND - a novel
Parksville-Qualicum			
FEDERATION OF BRITISH COLUMBIA WRITERS	\$20,000	Literary - Service	Operating activities
GRANT, ANDREA MAE	\$5,000	Creative Writing Projects	TOO NARROW FOR MY SHOULDER BLADES - a collection of poetry
OCEANSIDE COMMUNITY ARTS COUNCIL	\$12,922	Community Arts Organizations	Operating activities
QUALICUM BEACH HISTORICAL & MUSEUM SOCIETY	\$20,000	Museums	Operating activities
QUALICUM BEACH HISTORICAL & MUSEUM SOCIETY	\$15,000	Enhanced Capacity	Operating activities
Peace River North			
FORT ST. JOHN, COMMUNITY ARTS COUNCIL OF	\$14,659	Community Arts Organizations	Operating activities
Peace River South			
CHETWYND COMMUNITY ARTS COUNCIL SOCIETY	\$9,228	Community Arts Organizations	Operating activities
PEACE-LIARD REGIONAL ARTS COUNCIL	\$20,000	General - Service	Operating activities
PEACE-LIARD REGIONAL ARTS COUNCIL	\$15,000	Enhanced Capacity	Operating activities
PEACE-LIARD REGIONAL ARTS COUNCIL	\$4,600	SUPPLEMENTAL	Operating activities
PEACE-LIARD REGIONAL ARTS COUNCIL	\$5,000	Professional Projects	THE FACES OF WISDOM, a group photography exhibition of Elders from Treaty 8 communities
SOUTH PEACE ART SOCIETY	\$12,852	Community Arts Organizations	Operating activities
SOUTH PEACE COMMUNITY ARTS COUNCIL			

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Pentiction		
PENTICTON & DISTRICT COMMUNITY ARTS COUNCIL	\$13,489	Community Arts Organizations
PENTICTON ART GALLERY	\$38,000	Visual Arts
PENTICTON ART GALLERY	\$6,080	SUPPLEMENTAL
PENTICTON MUSEUM & ARCHIVES	\$20,000	Museums
PENTICTON MUSEUM & ARCHIVES	\$900	SUPPLEMENTAL
SUMMERLAND COMMUNITY ARTS COUNCIL	\$8,705	Community Arts Organizations
THEYTUS BOOKS LTD.	\$20,817	Book Publishing
THEYTUS BOOKS LTD.	\$30,000	Enhanced Capacity
THEYTUS BOOKS LTD.	\$4,650	SUPPLEMENTAL
Port Coquitlam		
LIN, MEI YEE CRYSTAL	\$6,000	Junior Scholarship
Port Moody-Coquitlam		
BOYCHUK, PETER J	\$10,000	Creative Writing Projects
Powell River-Sunshine Coast		
CAITLIN PRESS INC	\$15,000	Enhanced Capacity
CAITLIN PRESS INC	\$41,330	Book Publishing
CAITLIN PRESS INC	\$9,250	SUPPLEMENTAL
HARBOUR PUBLISHING CO. LTD.	\$64,241	Book Publishing
HARBOUR PUBLISHING CO. LTD.	\$13,000	SUPPLEMENTAL
NIGHTWOOD EDITIONS	\$40,032	Book Publishing
NIGHTWOOD EDITIONS	\$8,100	SUPPLEMENTAL
SUNSHINE COAST ARTS COUNCIL	\$11,199	Community Arts Organizations
SUNSHINE COAST FESTIVAL OF THE WRITTEN ARTS	\$31,500	Literary - Festival
SUNSHINE COAST FESTIVAL OF THE WRITTEN ARTS	\$6,300	SUPPLEMENTAL
Prince George-Mackenzie		
FRASER-FORT GEORGE MUSEUM SOCIETY	\$90,000	Museums
FRASER-FORT GEORGE MUSEUM SOCIETY	\$30,000	Enhanced Capacity
FRASER-FORT GEORGE MUSEUM SOCIETY	\$18,000	SUPPLEMENTAL
MACKENZIE COMMUNITY ARTS COUNCIL	\$7,400	Community Arts Organizations
PRINCE GEORGE FOLKFEST SOCIETY	\$15,000	Professional Projects
Prince George-Valemount		
DUDE, ROBERT	\$8,000	Creative Writing Projects
PRINCE GEORGE AND DISTRICT COMMUNITY	\$32,014	Community Arts Organizations
PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION / T	\$63,000	Visual Arts
PRINCE GEORGE REGIONAL ART GALLERY ASSOCIATION / T	\$11,340	SUPPLEMENTAL
Richmond North Centre		
REVOLUTION MEDIA ARTS SOCIETY	\$12,500	Professional Projects
RICHMOND ART GALLERY ASSOCIATION	\$24,000	Visual Arts
RICHMOND ART GALLERY ASSOCIATION	\$4,320	SUPPLEMENTAL

DAUNTLESS - a new science fiction musical

assist with presenting indigenous and multicultural artist at 2020 Coldsnap

A LONG WAY OFF - a new novel

Digital Carnival 2019: FIRE, an interactive, community-engaged, two-day public showcase

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RICHMOND MUSEUM SOCIETY	\$28,000	Museums	Operating activities
RICHMOND MUSEUM SOCIETY	\$5,040	SUPPLEMENTAL	Operating activities
Richmond-Steveston LESLIE, ALEXANDRA	\$6,000	Creative Writing Projects	THE OLDEST NAMES GATHER NEAR THE EYES - a new novel
Saanich North and the Islands MOTHER TONGUE PUBLISHING LIMITED PAGE, KATHERINE PAUL, PHILIP KEVIN POTVIN, CLAUDE PTARMIGAN MUSIC AND THEATRE SOCIETY SAANICH PENINSULA, COMMUNITY ARTS COUNCIL OF THE SALT SPRING ARTS COUNCIL THOMPSON, KIM L.	\$10,000 \$2,485 \$6,000 \$11,300 \$17,000 \$13,028 \$14,400 \$8,000	Title Assistance for Book Publications Professional Development Projects Creative Writing Projects Creative Writing Projects Community Arts Organizations Community Arts Organizations Community Arts Organizations Creative Writing Projects	Publishing of 3 books present new novel DEAR EVELYN at the Birmingham festival I'M STILL YOUR PITIFUL ONE - a work of poetry IMAGINE - a collection of short stories Operating activities Operating activities Operating activities MABEL CARNEGIE - a historical YA novel
Saanich South BALLET VICTORIA SOCIETY BRITISH COLUMBIA MUSEUMS ASSOCIATION BRITISH COLUMBIA MUSEUMS ASSOCIATION BRITISH COLUMBIA MUSEUMS ASSOCIATION INDEPENDENT MEDIA PRODUCERS NETWORK SOC. INDEPENDENT MEDIA PRODUCERS NETWORK SOC. THEATRE SKAM ASSOCIATION VICTORIA FESTIVAL OF AUTHORS SOCIETY	\$10,500 \$30,000 \$66,420 \$15,000 \$21,000 \$4,190 \$24,700 \$4,900	Strategic Opportunities Enhanced Capacity Museums - Service SUPPLEMENTAL Media Arts SUPPLEMENTAL Special Projects-Touring Initiatives Professional Projects	replacing deficient lighting to preserve a vital program for seniors Operating activities Operating activities Operating activities Operating activities Operating activities tour of FASHION MACHINE to four national and three international destinations adding a children's literature component to the 2019 Victoria Festival of Authors
Shuswap EAGLE VALLEY ARTS COUNCIL ENDERBY AND DISTRICT ARTS COUNCIL SALMON ARM MUSEUM AND HERITAGE ASSOCIATION	\$6,000 \$9,429 \$20,000	Community Arts Organizations Community Arts Organizations Museums	Operating activities Operating activities Operating activities
SHUSWAP DISTRICT ARTS COUNCIL SALMON ARM FOLK MUSIC SOCIETY SOUTH SHUSWAP, ARTS COUNCIL FOR THE	\$21,177 \$25,000 \$13,000	Community Arts Organizations Music - Festival Community Arts Organizations	Operating activities Operating activities Operating activities
Skeena TITIMAT MUSEUM & ARCHIVES TITIMAT MUSEUM & ARCHIVES ISGA'A MUSEUM	\$20,000 \$2,090 \$4,500	Museums SUPPLEMENTAL Professional Projects	Operating activities Operating activities developing and delivering a traditional art form moceasin program in preparation for Hobiye
Wilke BULKLEY VALLEY COMMUNITY ARTS COUNCIL BULKLEY VALLEY HISTORICAL & MUSEUM SOCIETY	\$17,879 \$20,000	Community Arts Organizations Museums	Operating activities Operating activities

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Surrey-Cloverdale DESLAURIERS, CHELSEA SURREY MUSEUM AND ARCHIVES SURREY MUSEUM AND ARCHIVES	\$4,500 \$28,000 \$4,480	attend summer residency at Rambert Operating activities Operating activities
Surrey-Green Timbers SURREY ART GALLERY SURREY ART GALLERY SURREY ART GALLERY	\$80,000 \$30,000 \$16,000	Visual Arts Enhanced Capacity SUPPLEMENTAL Operating activities Operating activities Operating activities
Surrey-Guildford DARSHI, AGAMDEEP	\$3,600	Professional Development Projects attend Whisler Film Festival Praxis Screenwriters' Lab for INDIANS IN COWTOWN
Surrey-Newton SURREY, ARTS COUNCIL OF	\$33,000	Community Arts Organizations Operating activities
Surrey-Panorama VANCOUVER CANTONESE OPERA	\$4,000	Community Projects assist with Tale of the Eastside Lantern rock opera
Surrey-White Rock BEAMISH, JEFF NOW OR NEVER PUBLISHING COMPANY NOW OR NEVER PUBLISHING COMPANY SEMIAHMOO ARTS SOCIETY	\$6,000 \$25,341 \$3,900 \$23,406	Creative Writing Projects Book Publishing SUPPLEMENTAL Community Arts Organizations A STONE TOO SMALL TO KILL - a new novel Operating activities Operating activities Operating activities
Vancouver-Fairview BRAUDE, MARK CHAN, KA HO COASTAL JAZZ AND BLUES SOCIETY COASTAL JAZZ AND BLUES SOCIETY COASTAL JAZZ AND BLUES SOCIETY CONSEIL CULTUREL ET ARTISTIQUE FRANCOPHONE DE LA C CONSEIL CULTUREL ET ARTISTIQUE FRANCOPHONE DE LA C CREATE VANCOUVER SOCIETY GREATER VANCOUVER PROFESSIONAL THEATRE ALLIANCE SO GREATER VANCOUVER PROFESSIONAL THEATRE ALLIANCE SO GREATER VANCOUVER PROFESSIONAL THEATRE ALLIANCE SO HEPBURN, MEGAN V NEVERHOOS, ROBERT MOVEMENT ENTERPRISES SOCIETY PCW ARTS & PUBLISHING FOUNDATION PANER, DAVID A PHORKELSON, ERIKA J. PRIMBLE, SARAH J VANCOUVER CHAMBER CHOIR VANCOUVER SOCIETY FOR EARLY MUSIC, THE	\$5,000 \$6,000 \$85,000 \$15,000 \$18,700 \$20,000 \$4,000 \$12,000 \$20,000 \$30,000 \$4,000 \$7,000 \$3,800 \$28,000 \$12,275 \$6,000 \$6,000 \$900 \$19,500 \$7,600	KIKI NAN RAY: ART, LOVE AND RIVALRY IN 1920'S PARIS - a work of non-fiction WING CHUN - a work of drama Operating activities Operating activities Operating activities Operating activities Operating activities Operating activities VISUAL SOVEREIGNTY component of Vancouver Mural Festival-to support Indigenous curator Operating activities Operating activities Operating activities attending the WORLD OF CO residency to research a new project SCENT OF MOURNING attending Prague Quadrennial taking workshops, seminars, lectures, see performances and exhibitions hiring a Managing Producer production of the 2019 Vancouver Art Book Fair THE UNKNOWN REVOLUTION: BC's SOLIDARITY UPRISING OF 1983-a work of non-fiction DEBRIS - a work of fiction attendance at American Banjo Camp to improve skills 2019 coast-to-coast Jon Washburn farewell tour four concert tours and workshops in Manitoba

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VDC DANCE CENTRE SOCIETY, THE (THE DANCE CENTRE)	\$30,000	Enhanced Capacity	Operating activities
VDC DANCE CENTRE SOCIETY, THE (THE DANCE CENTRE)	\$83,500	Dance - Service	Operating activities
Vancouver-Fraserview KNIGHT, CHELENE A	\$6,000	Creative Writing Projects	JUNIE - a new work of fiction
Vancouver-Hastings BUTTON, SCOTT GRAHAM CARR, JULIA CAUSSY, ROY COYTE, IVAN S GARTNER, ZSUZSI GOTO, HIROMI MARCHENSKI, BILLY NEW ORCHESTRA WORKSHOP SOCIETY SATELLITE VIDEO EXCHANGE SOCIETY SATELLITE VIDEO EXCHANGE SOCIETY SOUND OF DRAGON SOCIETY THEATRE REPLACEMENT SOCIETY VINES ART FESTIVAL SOCIETY	\$3,960 \$2,500 \$7,000 \$12,000 \$6,000 \$12,000 \$7,000 \$28,000 \$39,375 \$7,850 \$8,000 \$15,000 \$18,000	Creative Writing Projects Professional Development Projects Professional Development Projects Creative Writing Projects Creative Writing Projects Creative Writing Projects Professional Development Projects Strategic Opportunities Media Arts SUPPLEMENTAL Professional Projects Special Projects-Touring Initiatives Professional Projects	Night Passing Development Project travel to Halifax to participate in a collaborative creation project and performance working with clay at an artist residency at Medalta International Artist in Residency program REBENT SINNER - a collection of very short stories WE COME IN PEACE - a new novel STORIES FROM LAND, STORIES FROM WATER: Quiet Conversations in a Noisy World doing a Butoh dance and creative mentorship with Yoshito Ohno in Yokohama, Japan leasehold improvements 8EAST (Pender) & piano Operating activities Operating activities assist with debut of Vancouver erhu quartet at the 2020 Sound of Dragon Music Festival a special international presentation of MINE by the Future Arts Centres Network in the UK assist with Vines Art Festival 2019 Resilient Roots program
Vancouver-Kensington ARTS ASSEMBLY SOCIETY CLOUDSCAPE COMICS SOCIETY HOANG, BIC NGOC NEALE, JENNIFER VANCOUVER INTER-CULTURAL ORCHESTRA SOCIETY	\$2,500 \$16,800 \$1,000 \$6,000 \$10,700	Community Projects Title Assistance for Book Publications Professional Development Projects Creative Writing Projects Professional Projects	assist with artist fees, admin projects and travel Publishing 3 books Present Canadian music at the National Concert Hall in Taipei TRICK PONY - a work of fiction assist with 2019 edition of the annual Global Soundscapes Festival
Vancouver-Kingsway DELINQUENT THEATRE SOCIETY NEW STAR BOOKS LTD. NEW STAR BOOKS LTD.	\$20,000 \$22,161 \$3,400	Strategic Opportunities Book Publishing SUPPLEMENTAL	audience & access program to provide publicity, accessibility features, staff for residency Operating activities Operating activities
Vancouver-Langara ALLURI, HARI JEROME, GILLIAN KIRTON, L. JONINA VANCOUVER CHERRY BLOSSOM FESTIVAL SOCIETY VANCOUVER WEST SIDE THEATRE SOCIETY	\$6,000 \$6,000 \$6,000 \$9,000 \$8,000	Creative Writing Projects Creative Writing Projects Creative Writing Projects Community Projects Strategic Opportunities	A QUIET OF ARROWS - a new poetry book NEVERTHELESS: VANCOUVER WALKING POEMS - a new work FOR ALL THAT WAS NEVER SAID... - a collection of poems assist with Spring Lights program and growing the sponsorship program new inclusion dance and theatre outreach project
Vancouver-Mount Pleasant C.O.L.A. ARTS IN ACTION SOCIETY, THE AFRICAN DESCENT SOCIETY BRITISH COLUMBIA FANVIL PRESS PUBLISHERS INC. FANVIL PRESS PUBLISHERS INC. ARSENAL PULP PRESS LTD. ARSENAL PULP PRESS LTD.	\$12,000 \$9,000 \$34,227 \$7,650 \$45,884 \$10,300	Strategic Opportunities Professional Projects Book Publishing SUPPLEMENTAL Book Publishing SUPPLEMENTAL	purchasing a professional multi-media and film kit for training youth and creating films and media assist with African drumming and dance workshop Operating activities Operating activities Operating activities Operating activities

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VANCOUVER OUT ON SCREEN FILM & VIDEO SOCIETY	\$7,260	SUPPLEMENTAL
VANCOUVER POETRY HOUSE SOCIETY	\$28,000	Literary - Festival
VANCOUVER POETRY HOUSE SOCIETY	\$6,160	SUPPLEMENTAL
VANCOUVER, COMMUNITY ARTS COUNCIL OF	\$35,000	Community Arts Organizations
VISIBLE ARTS SOCIETY/GRUNT GALLERY	\$50,000	Visual Arts
VISIBLE ARTS SOCIETY/GRUNT GALLERY	\$30,000	Enhanced Capacity
VISIBLE ARTS SOCIETY/GRUNT GALLERY	\$10,000	SUPPLEMENTAL
WE PRESS COMMUNITY ARTS SPACE SOCIETY	\$10,000	Community Projects
WEST, ANAIS	\$5,725	Creative Writing Projects
WESTERN FRONT SOCIETY	\$59,500	Media Arts
WESTERN FRONT SOCIETY	\$15,000	Enhanced Capacity
WESTERN FRONT SOCIETY	\$11,900	SUPPLEMENTAL
WIEBE, SAMUEL A	\$8,700	Creative Writing Projects
WOMEN IN FILM & TELEVISION VANCOUVER SOCIETY	\$5,125	Professional Projects
WOMEN IN FILM & TELEVISION VANCOUVER SOCIETY	\$26,000	Strategic Opportunities
WONG, LINDSAY	\$6,000	Creative Writing Projects
ZEEZEE THEATRE SOCIETY	\$25,000	Strategic Opportunities
Vancouver-Point Grey		
CUNNINGHAM, FRANCINE	\$6,000	Creative Writing Projects
GAWTHROP, HAYLEY R	\$7,000	Professional Development Projects
HALL, ELIZABETH JORDAN	\$6,000	Creative Writing Projects
KYL, TANYA D	\$12,000	Creative Writing Projects
MORRIS AND HELEN BELKIN ART GALLERY**	\$20,000	Visual Arts
MORRIS AND HELEN BELKIN ART GALLERY**	\$340	SUPPLEMENTAL
PARK, SOYOUNG	\$4,340	Professional Development Projects
PRODUCTIONS 2PAR4 SOCIETY	\$7,150	Special Projects-Touring Initiatives
SHAY KUEBLER RADICAL SYSTEM ARTS SOCIETY	\$9,750	Special Projects-Touring Initiatives
UBC MUSEUM OF ANTHROPOLOGY	\$70,000	Museums
UBC MUSEUM OF ANTHROPOLOGY	\$14,000	SUPPLEMENTAL
UNIVERSITY OF BC PRESS	\$32,316	Book Publishing
UNIVERSITY OF BC PRESS	\$6,600	SUPPLEMENTAL
Vancouver-Quilchena		
A.I.A. ARTS IN ACTION SOCIETY, THE	\$7,300	Professional Projects
ANDERSON, CAROLINE L.	\$11,800	Creative Writing Projects
RONSDALE PRESS LTD.	\$24,801	Book Publishing
RONSDALE PRESS LTD.	\$15,000	Enhanced Capacity
RONSDALE PRESS LTD.	\$3,800	SUPPLEMENTAL
SIMPLY READ BOOKS INC.	\$20,000	Book Publishing
Vancouver-West End		
21A ARTIST RUN CENTRE SOCIETY	\$20,000	Visual Arts
GILLEY THEATRE ASSOCIATION	\$25,000	Strategic Opportunities
OSTROLABE MUSIK THEATRE SOCIETY	\$30,000	Strategic Opportunities
CAJUDICS, PETER A	\$6,000	Creative Writing Projects
MAGALOVITSCH, LAURENT	\$12,000	Creative Writing Projects
TEELE, SUZANNE	\$3,800	Creative Writing Projects

ELECTORIAL DISTRICT/RECIPIENT	APPROVED	DESCRIPTION
Vernon-Monashee		
GREATERN VERNON MUSEUM & ARCHIVES SOCIETY	\$24,000	Museums
GREATERN VERNON MUSEUM & ARCHIVES SOCIETY	\$3,840	SUPPLEMENTAL
NORTH OKANAGAN, ARTS COUNCIL OF THE	\$17,397	Community Arts Organizations
ROSNAU, LAISHA L	\$12,000	Creative Writing Projects
SHATZKO, AMANDA C	\$2,775	Professional Development Projects
VERNON PUBLIC ART GALLERY SOCIETY	\$20,000	Visual Arts
VERNON PUBLIC ART GALLERY SOCIETY	\$700	SUPPLEMENTAL
		Operating activities
		Operating activities
		Operating activities
		THE PEACE - a new novel
		attendance at the Global Cultural Leadership Programme in Amsterdam
		Operating activities
		Operating activities
Victoria-Beacon Hill		
ART GALLERY OF GREATER VICTORIA	\$275,000	Visual Arts
ART GALLERY OF GREATER VICTORIA	\$44,000	SUPPLEMENTAL
ASSEMBLY OF BRITISH COLUMBIA ARTS COUNCILS	\$57,000	General - Service
ASSEMBLY OF BRITISH COLUMBIA ARTS COUNCILS	\$11,400	SUPPLEMENTAL
CINEVIC SOCIETY OF INDEPENDENT FILMMAKERS	\$20,000	Media Arts
CINEVIC SOCIETY OF INDEPENDENT FILMMAKERS	\$1,430	SUPPLEMENTAL
DICKIE, MEGAN	\$2,500	Professional Development Projects
HERITAGE HOUSE PUBLISHING COMPANY LTD.	\$32,212	Book Publishing
HERITAGE HOUSE PUBLISHING COMPANY LTD.	\$4,900	SUPPLEMENTAL
IMPULSE THEATRE SOCIETY	\$7,900	Professional Projects
INTREPID THEATRE COMPANY SOCIETY	\$63,000	Theatre - Festival
INTREPID THEATRE COMPANY SOCIETY	\$11,970	SUPPLEMENTAL
OPEN SPACE ARTS SOCIETY	\$48,000	Visual Arts
OPEN SPACE ARTS SOCIETY	\$30,000	Enhanced Capacity
OPEN SPACE ARTS SOCIETY	\$8,640	SUPPLEMENTAL
ORCA BOOK PUBLISHERS LTD.	\$69,716	Book Publishing
ORCA BOOK PUBLISHERS LTD.	\$15,650	SUPPLEMENTAL
PALMER, JUSTIN (JUDD)	\$11,000	Creative Writing Projects
PARE, ARLEEN L	\$11,000	Creative Writing Projects
ROCKY MOUNTAIN BOOKS LTD.	\$33,198	Book Publishing
ROCKY MOUNTAIN BOOKS LTD.	\$6,800	SUPPLEMENTAL
RUNNYMEDE ENHANCEMENT SOCIETY	\$4,600	Strategic Opportunities
RUNNYMEDE ENHANCEMENT SOCIETY	\$6,875	Professional Projects
SHIELDS, SARA CASSIDY	\$800	Professional Development Projects
TOUCHWOOD EDITIONS LTD.	\$37,467	Book Publishing
TOUCHWOOD EDITIONS LTD.	\$8,300	SUPPLEMENTAL
UNIVERSITY OF VICTORIA LEGACY ART GALLERY	\$5,725	Professional Projects
VICTORIA ARTS COUNCIL, THE	\$24,000	Community Arts Organizations
VICTORIA INDEPENDENT FILM & VIDEO FESTIVAL	\$20,000	Media Arts - Festival
VICTORIA JAZZ SOCIETY	\$26,000	Music - Festival
VICTORIA JAZZ SOCIETY	\$4,680	SUPPLEMENTAL
WILSON, DAVID W.	\$6,000	Creative Writing Projects
YOUNG, TERENCE	\$12,000	Creative Writing Projects
ZUEHLKE, MARK W	\$11,000	Creative Writing Projects
		Operating activities
		ALL THESE WOUNDED BOYS YOU LIE BESIDE - a collection of short stories
		PARALLAX AND OTHER STORIES - a collection of short stories
		THE MAPLE LEAF VERSUS THE SUN: Canada and Japan in WWII - anew book
Victoria-Swan Lake		
BEIRN-YOUNG, MARK	\$12,000	Creative Writing Projects
BOSSON, ERIN R	\$6,000	Creative Writing Projects
VICTORIA BC SKA & REGGAE SOCIETY	\$13,000	Professional Projects
		assist with diversity and cultural representation of women at workshops

BC Arts Council Constituency Report

September 5 - December 31, 2018

ELECTORIAL DISTRICT/RECIPIENT	APPROVED	BCAC PROGRAM	DESCRIPTION
West Vancouver-Capilano CROSS, JANINE P	\$11,000	Creative Writing Projects	THE LEAGUE OF EXTRAORDINARY MISFITS - a new YA novel
West Vancouver-Sea to Sky BOWEN ISLAND ARTS COUNCIL BRITANNIA MINE MUSEUM SOCIETY BRITANNIA MINE MUSEUM SOCIETY KRAMER, JODY LIL'WAT NATION/LIL'WAT7UL CULTURE CENTRE SPO7EZ CULTURAL CENTRE AND COMMUNITY SOCIETY SQUAMISH ARTS COUNCIL WHISTLER ARTS COUNCIL	\$18,000 \$57,000 \$9,120 \$7,500 \$5,500 \$8,000 \$9,905 \$21,620	Community Arts Organizations Museums SUPPLEMENTAL Professional Development Projects Professional Projects Professional Projects Community Arts Organizations Community Arts Organizations	Operating activities Operating activities Operating activities upgrading animation software skills development of a permanent exhibition of Lil'wat woven and stone collection material a traditional Interior Salish cedar weaving workshop series Operating activities Operating activities

TOTAL - not including Shared Cost Agreements

\$10,844,524



BRITISH COLUMBIA ARTS COUNCIL

An agency of the Province of British Columbia



January 2019 Council Meeting
Vancouver | Listel Hotel



TERRITORIAL ACKNOWLEDGEMENT

The BC Arts Council acknowledges it carries out its work on the traditional territories of Indigenous nations throughout British Columbia. We pay our respects to the Elders, past and present, descendants and custodians of these lands. We honour the knowledge keepers and the continuing relationships with Indigenous peoples in BC that develop through our work together. The BC Arts Council is grateful to the Lekwungen-speaking people, today known as the Esquimalt and Songhees First Nations, on whose traditional territories we operate our main offices.

We would like to acknowledge that we come together here today on the traditional territory of the Musqueam, Skwxwú7mesh & Tsleil-Waututh Nations. We thank them for allowing us to do this work on their unceded land.



1. APPROVAL OF AGENDA



BRITISH
COLUMBIA
Supported by the Province of British Columbia



2. APPROVAL OF MINUTES

October 11, 2018 - Terrace



BRITISH
COLUMBIA
Supported by the Province of British Columbia



3. REVIEW OF ACTION ITEMS

October 11, 2018 - Terrace

- **ACTION:** Annual performance review
- **ACTION:** Amendment to the June minutes



4. REPORT FROM THE CHAIR





5. GOVERNMENT UPDATE and QUESTIONS & ANSWERS



IMPORTANT DATES

February
Throne Speech - 12th
Budget Day - 19th

March 31st
Fiscal Year End

October 19th
Federal Election

February 12 – May 30
Spring Session

October 7 –
November 28
Fall Session



MINISTRY INITIATIVES

- Royal BC Museum
- Chinese Canadian Museum
- Grant Programs
 - Community, Culture & Recreation – infrastructure
 - International Presence
 - Community Resilience Through Arts & Culture
 - Family Day
- Artvest & Frankfurt 2020
- Tourism Framework, Sports Framework & Multiculturalism Grants
- Crown and Agency Support



EXECUTIVE DIRECTOR UPDATE

- Orientation
- GMS
- Staffing
- Treasury Board Submission
- Arts Infrastructure
- Arts and Social Innovation Project



QUESTIONS & ANSWERS

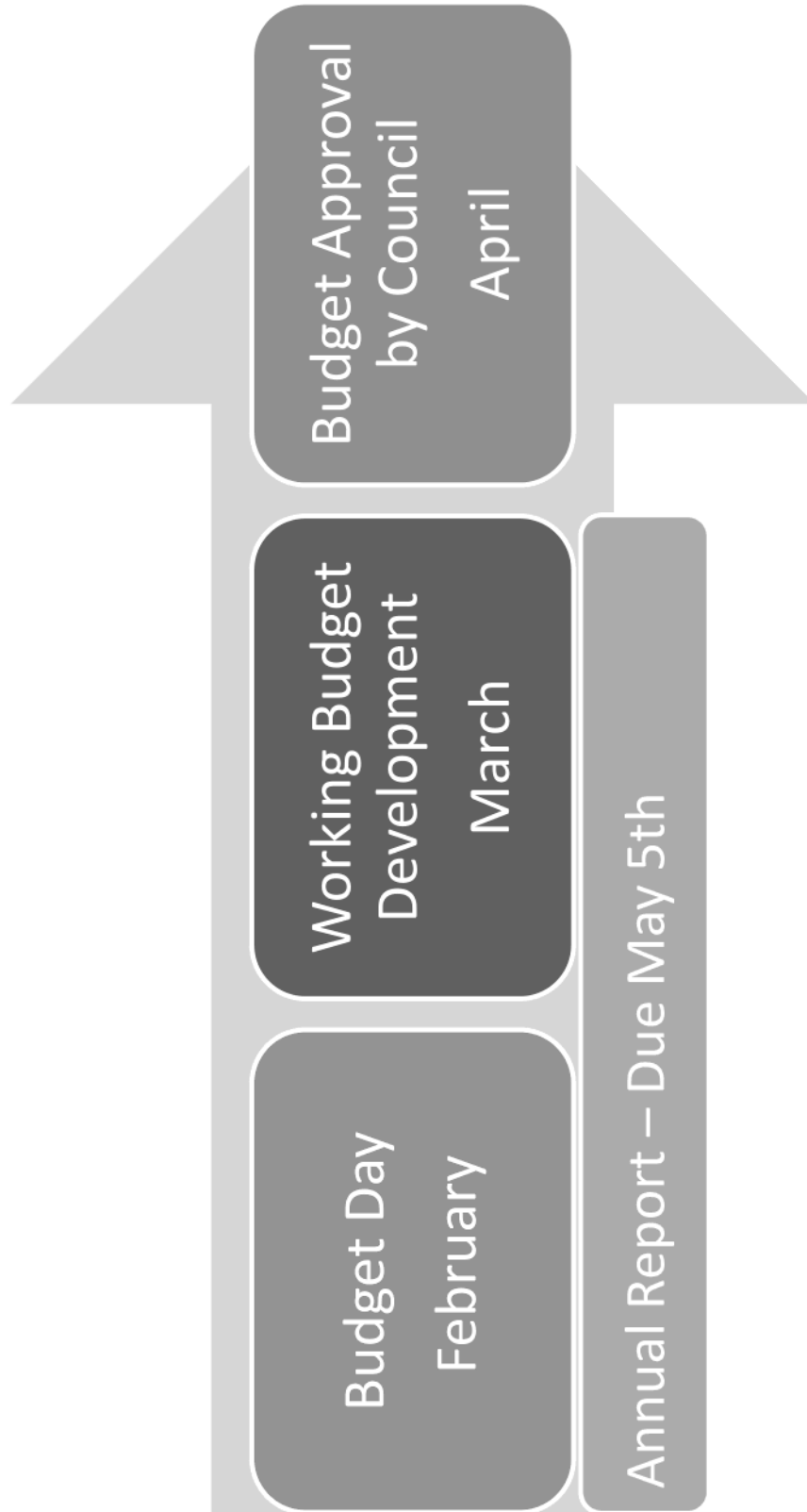


5. 2019 – YEAR AT A GLANCE





BUDGET & REPORTING





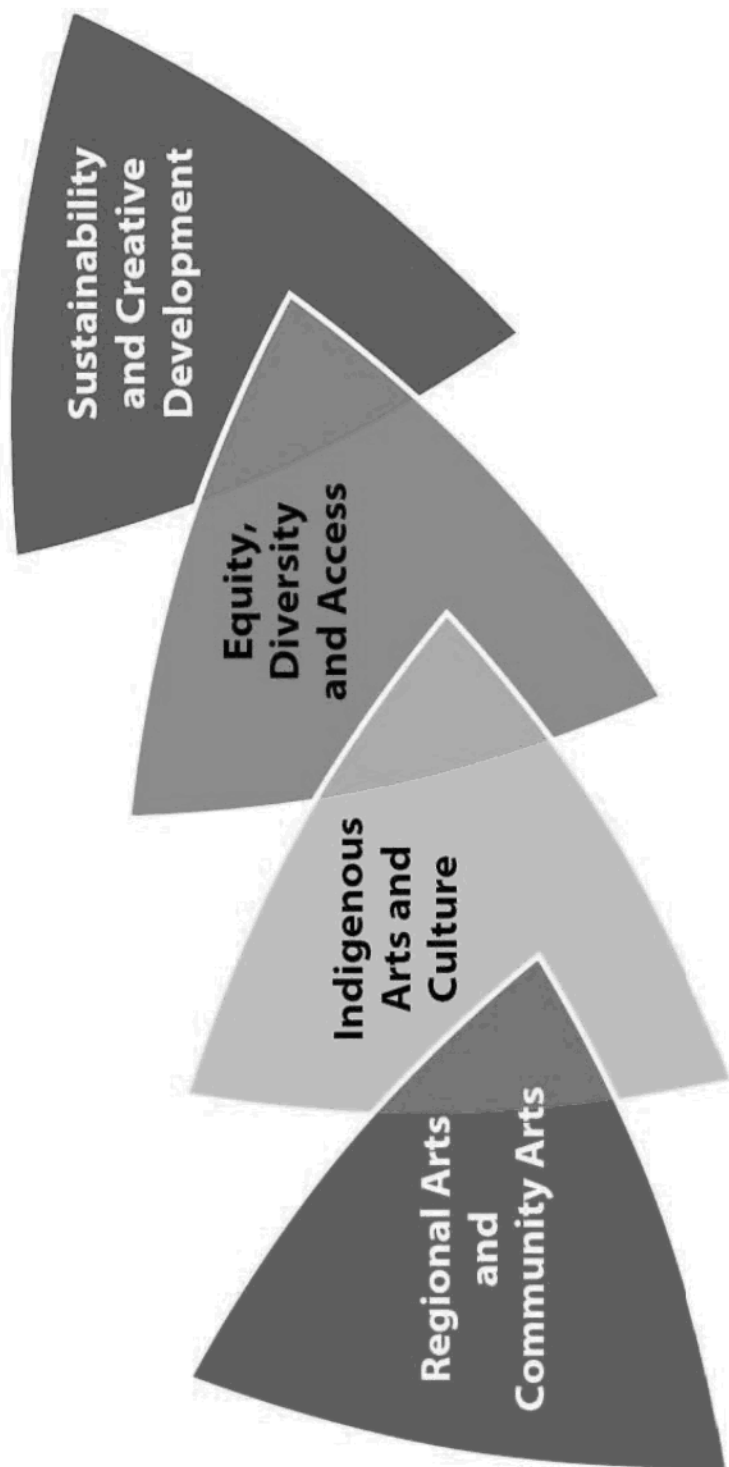
REGIONAL MEETINGS

DRAFT - Criteria for Decision

- Time since last visit, priority for less than 5 years since visit
- Location offers:
 - site visits with current clients
 - outreach and/or engagement opportunity
- Location that is an underserved region or community



7. STRATEGIC PLAN IMPLEMENTATION





OVERVIEW

Strategic Plan Implementation – Timeline

- 2018: Transition and Planning
- 2019: Transition Implementation
- 2020: Full Implementation
- 2021: Celebrating Success and Looking Forward



OVERVIEW

Strategic Plan Implementation – Priorities

FY	PRIORITY ACTIONS	S	E	I	C
FY 18/19	s.13				
s.13					

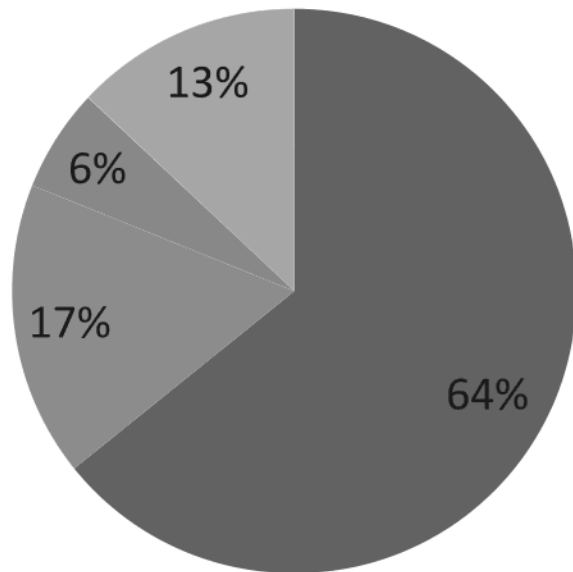


OVERVIEW

Strategic Plan Implementation – Budget

FY 2017/18
Budget \$24M

s.13,s.17



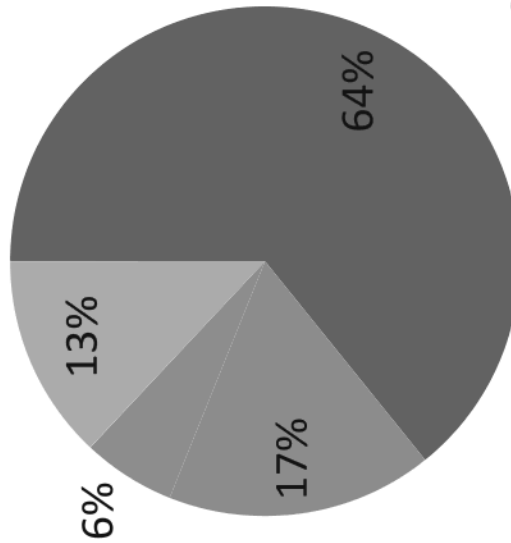
- Professional Arts
- Strategic Initiatives
- Community Arts
- Partnerships
- Staff and Operation



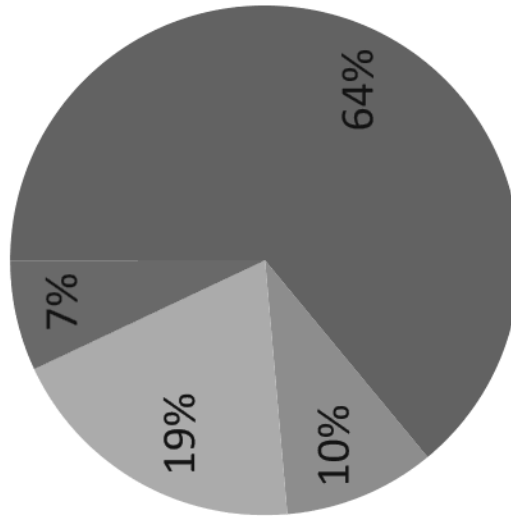


BUDGET COMPARISON

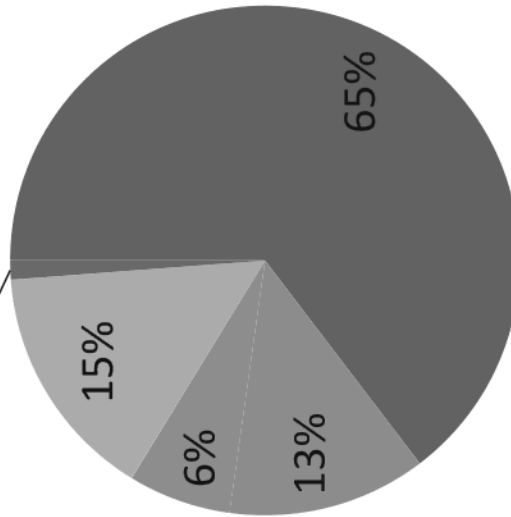
FY 2017/18
Budget \$24 M



FY 2018/19
\$ 5M Lift



FY 2018/19
Budget \$29M



- Professional Arts
- Strategic Initiatives
- Community Arts
- Partnerships
- Staff and Operation



APPROACH TO OPERATING FUNDING

- Introduced a minimum operating grant of \$20K.
- Implemented, if applicable, specific funding recommendations from FY 17/18.
- Used supplementary grants for FY 18/19 to align funding cycle with Strategic Plan timing.



MINISTER LISA BEARE

Meet and Greet





LUNCH





8. REPORT OF THE PROGRAM COMMITTEE



REPORT OF THE PROGRAM COMMITTEE

s.13



REPORT OF THE PROGRAM COMMITTEE

Equity Consultant

- Purpose:
 - To develop a framework to guide consultations, outreach and the implementation of the Equity, Diversity and Access strategic direction.
- Timing: Hire consultant before end of fiscal year.



REPORT OF THE PROGRAM COMMITTEE

Program Revision – FY 2019/20

- Purpose:
 - To align program guidelines with the principles of the strategic plan.
- Timing:
 - Iterative approach starting Spring 2019.
 - Full implementation Fall 2019.



REPORT OF THE PROGRAM COMMITTEE

Program Revision – Comparison

s.13,s.17



REPORT OF THE PROGRAM COMMITTEE

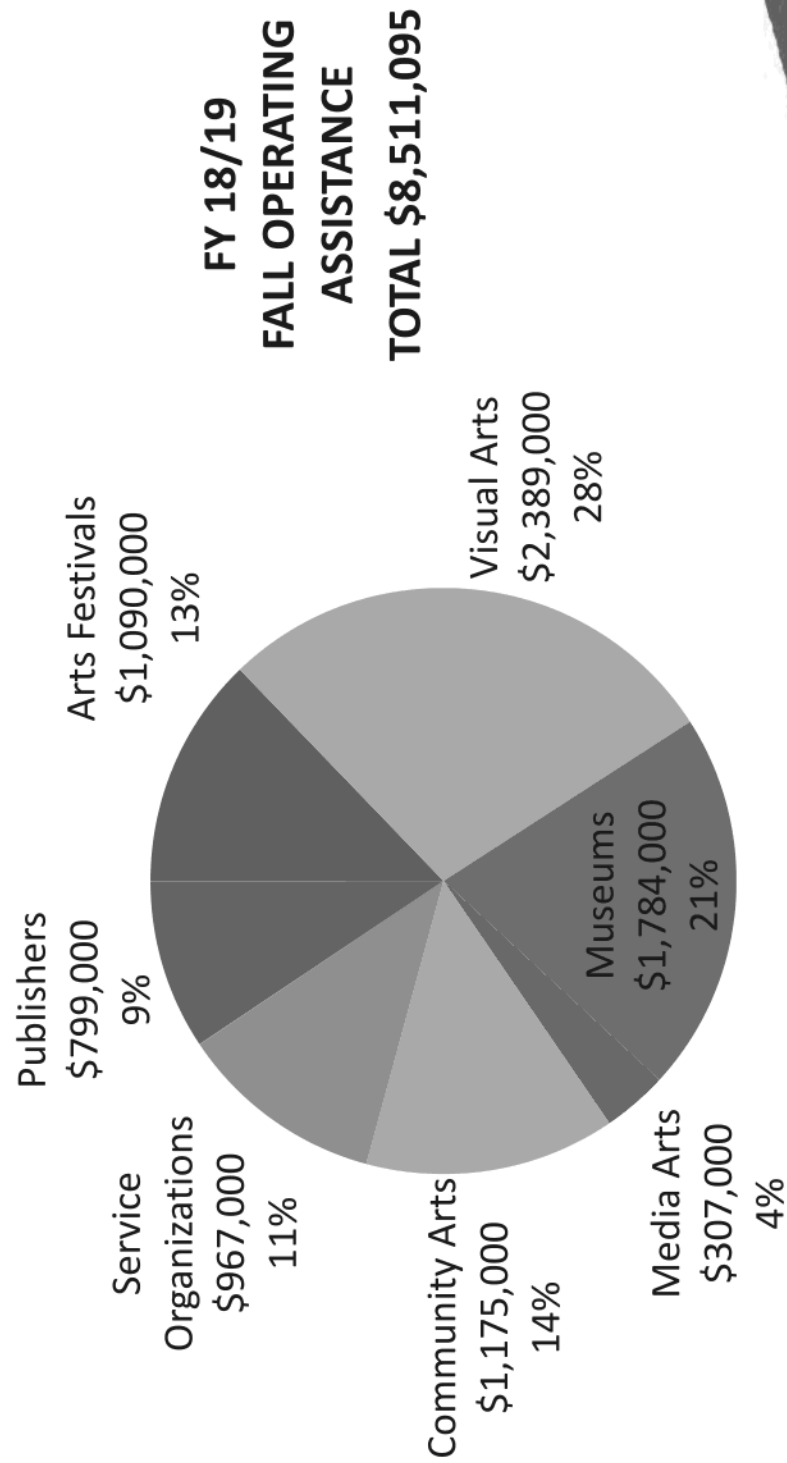
s.13,s.17



9. REPORT OF SUB COMMITTEES



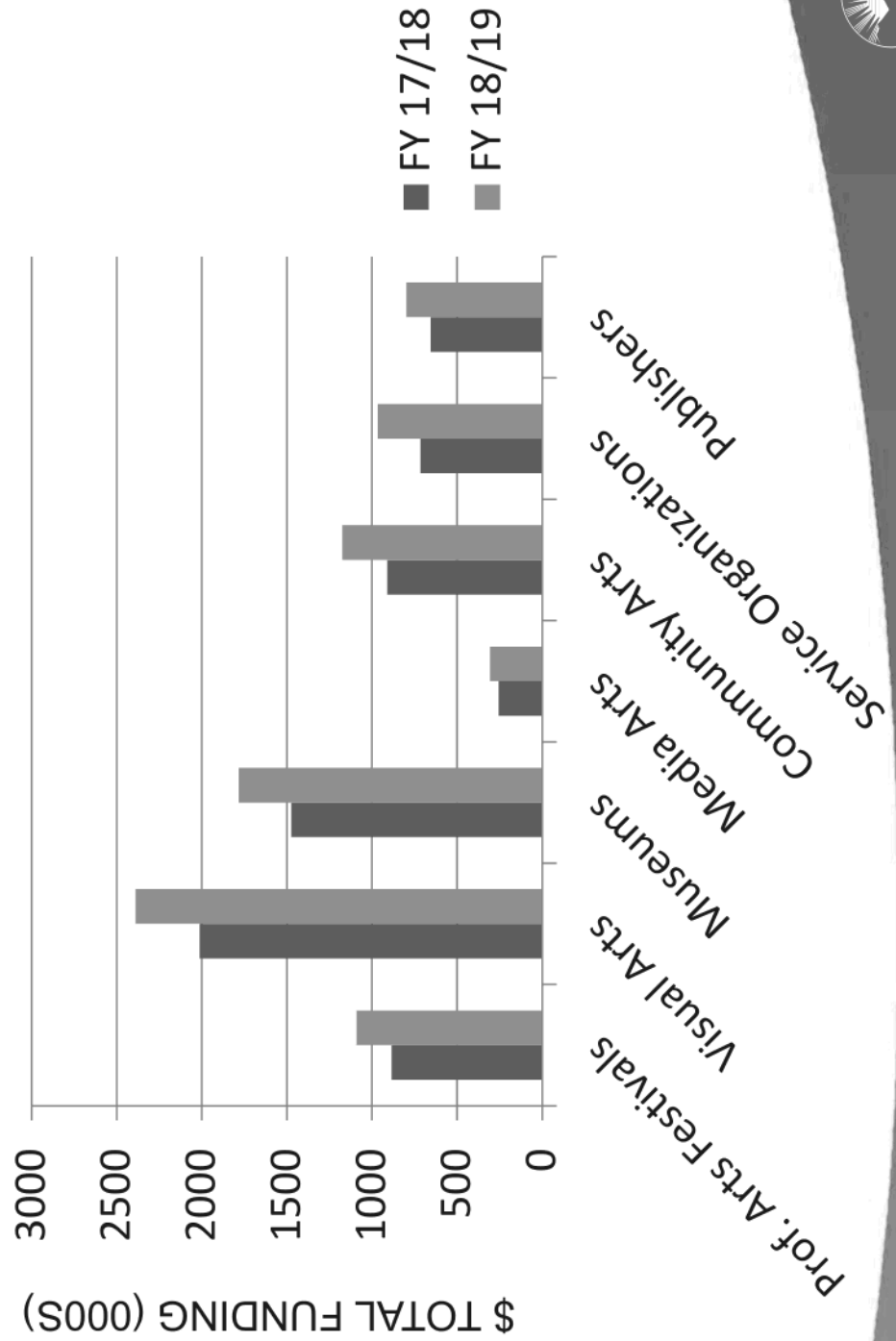
10. OPERATING FUNDING





OPERATING ASSISTANCE

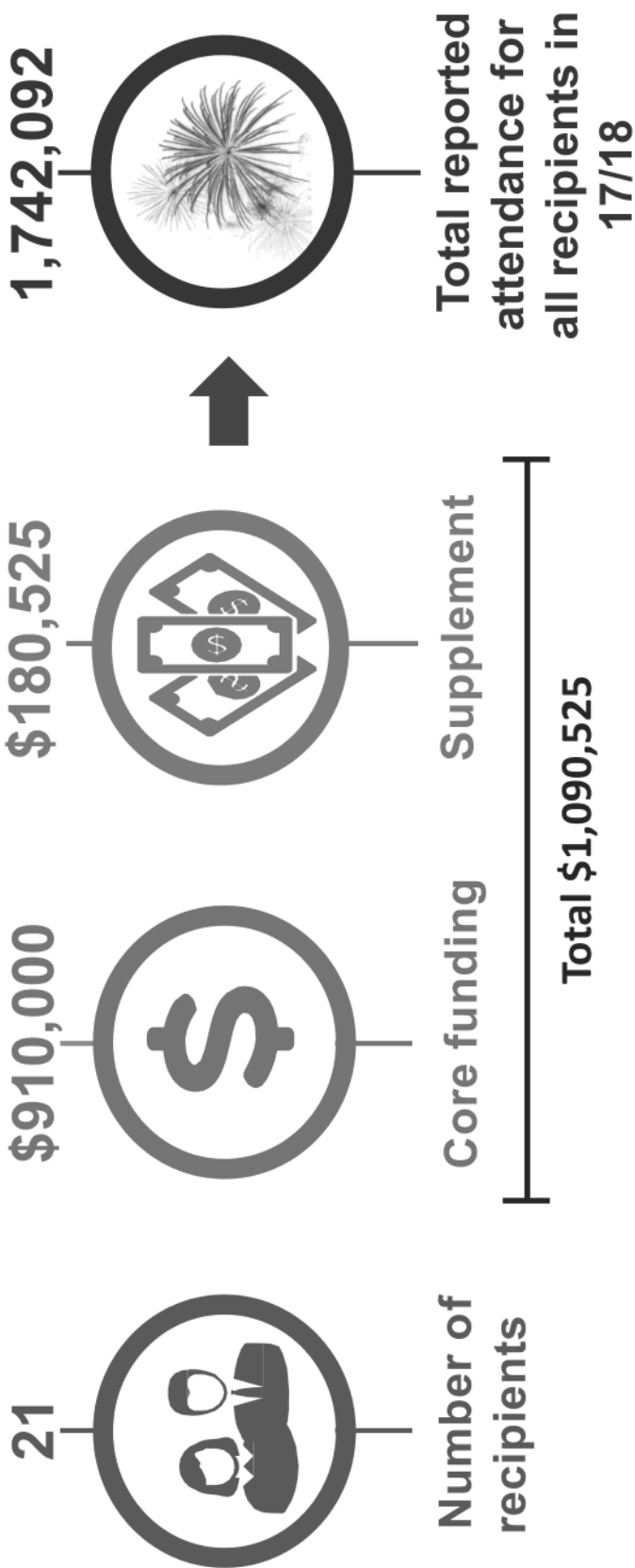
FY 2017/18 & FY 2018/19 Comparison





PROFESSIONAL ARTS FESTIVALS

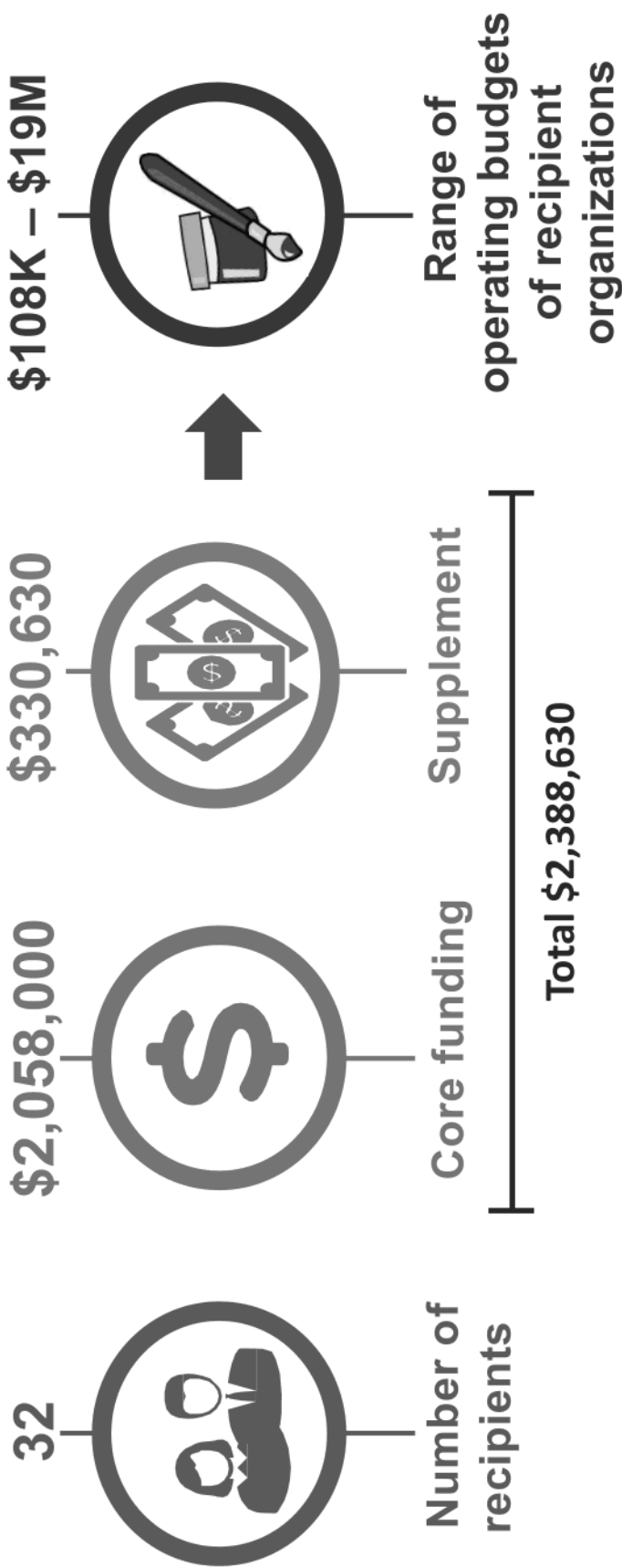
Fall Operating Program – Year 2





VISUAL ARTS

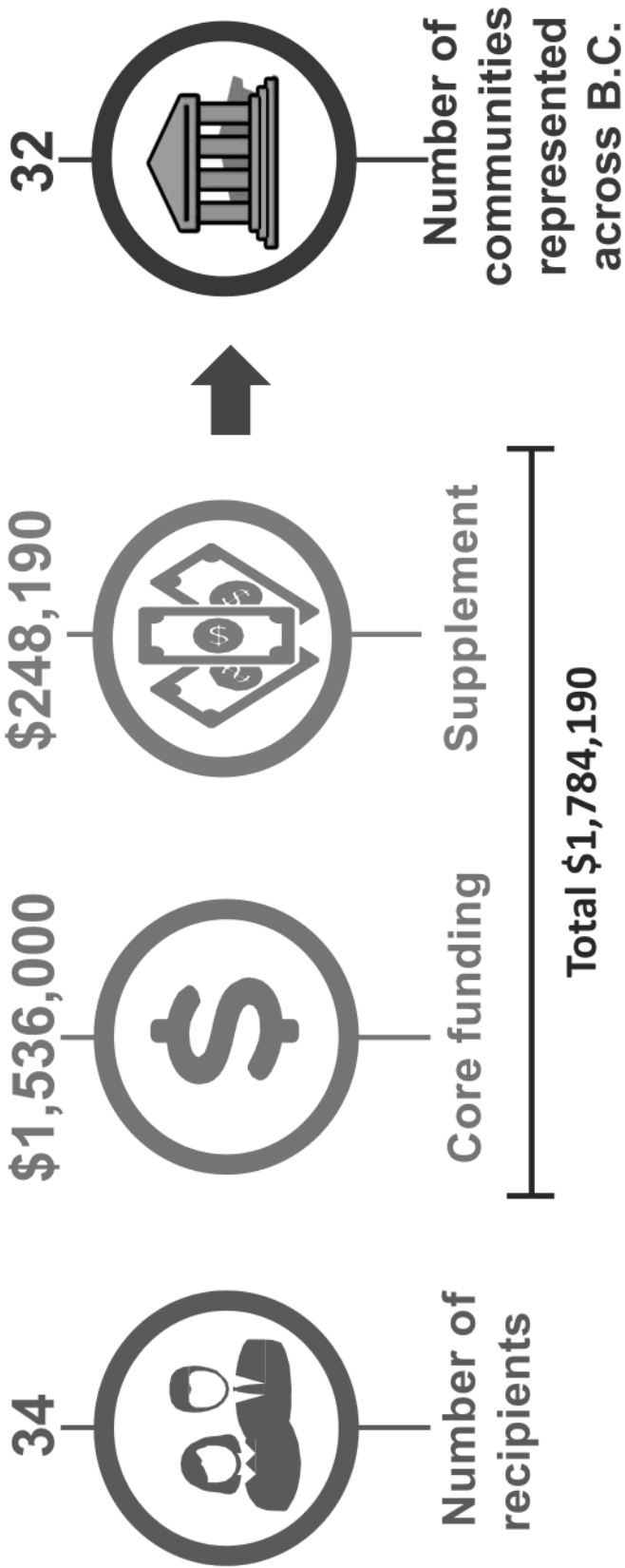
Fall Operating Program – Year 3





PUBLIC MUSEUMS

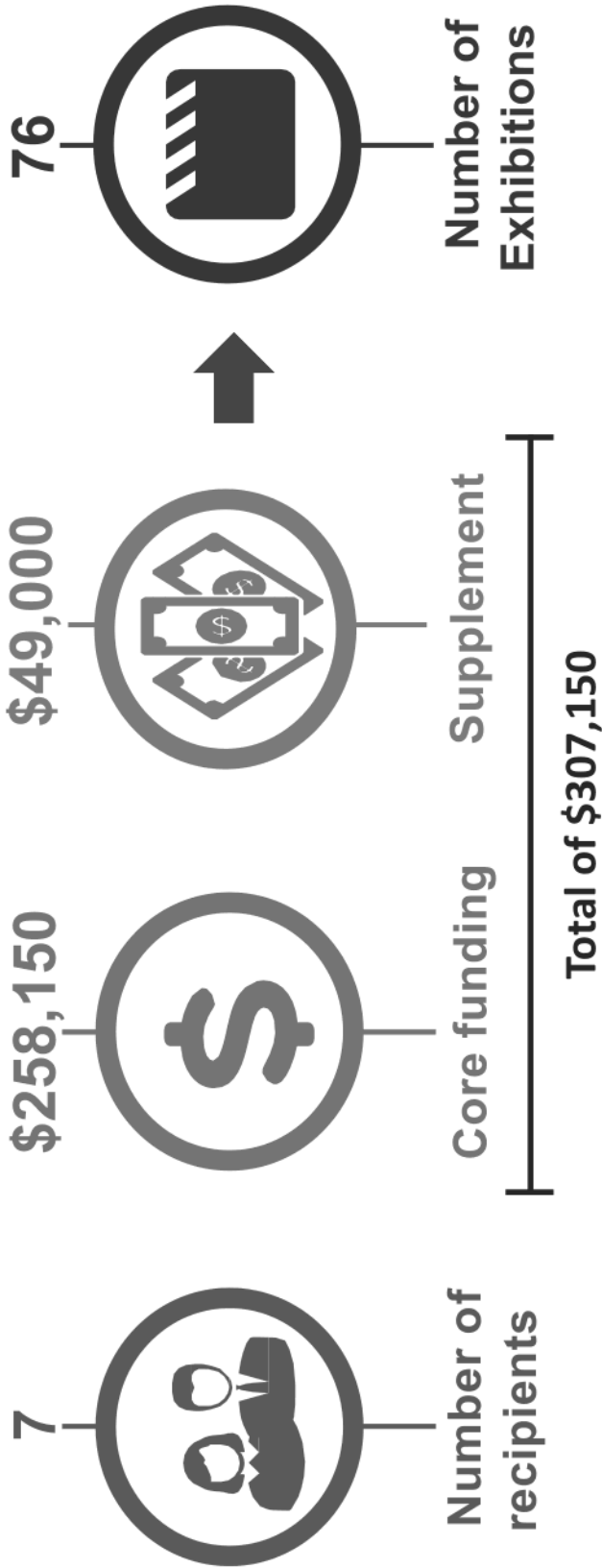
Fall Operating Program – Year 2





MEDIA ARTS

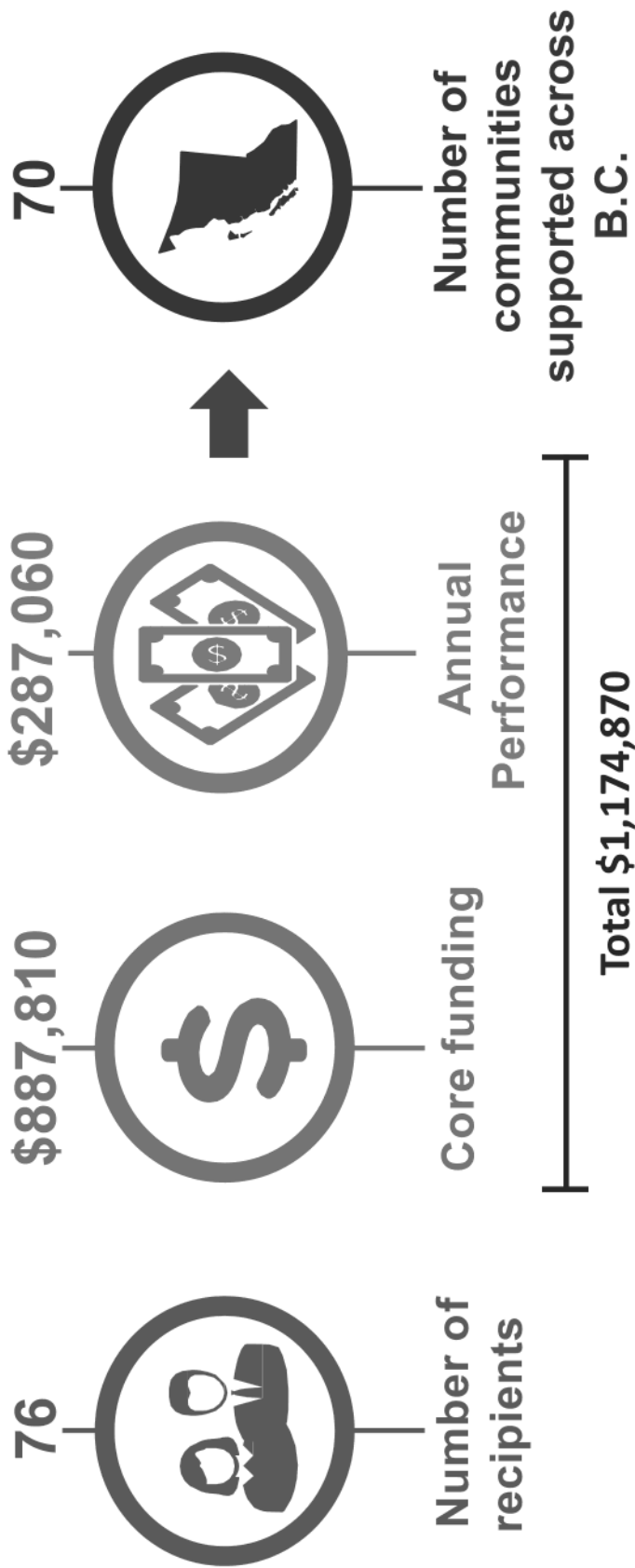
Fall Operating Program – Year 2





COMMUNITY ARTS ORGANIZATIONS

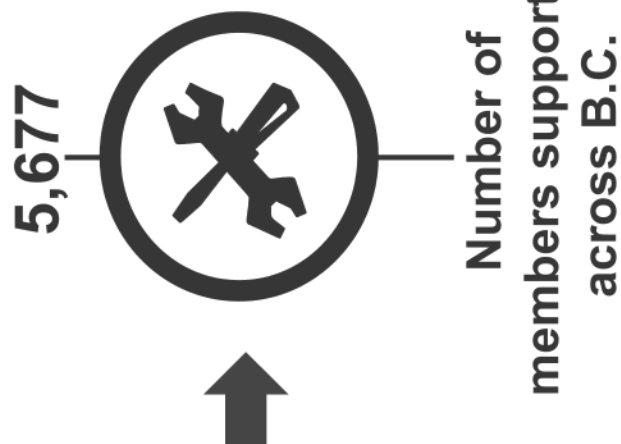
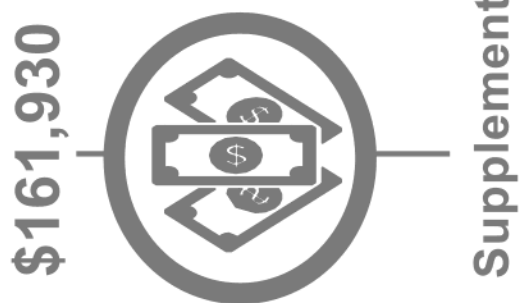
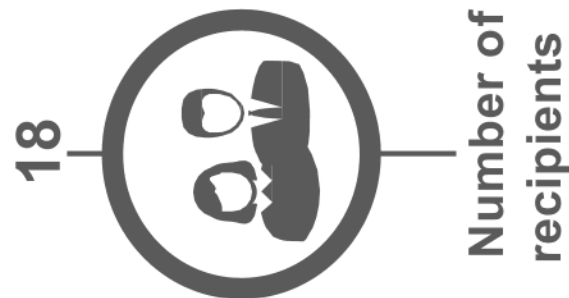
Fall Operating Program – Year 2





ARTS & CULTURAL SERVICE ORGANIZATIONS

Fall Operating Program – Intake Year

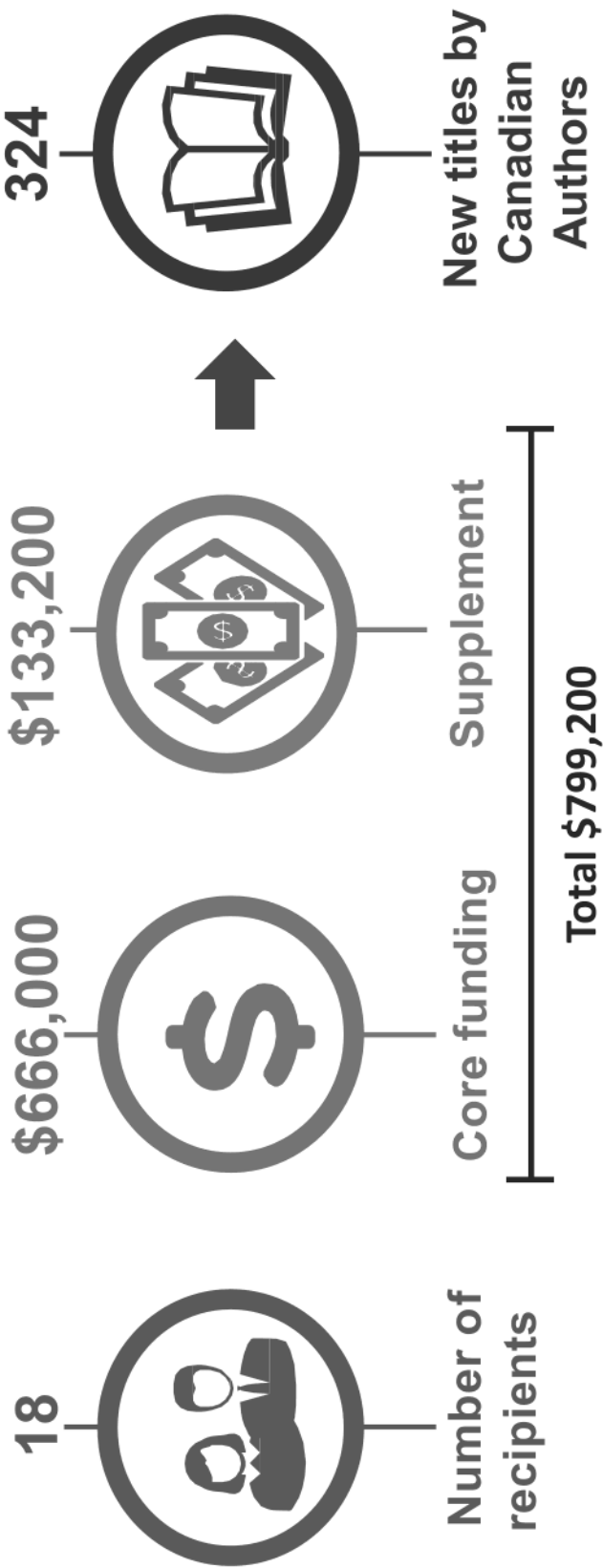


Total of \$966,530



BOOK PUBLISHERS

Fall Operating Program – Intake Year





ADVICE TO COUNCIL

Fall Advisory Committee Consultations

s.13



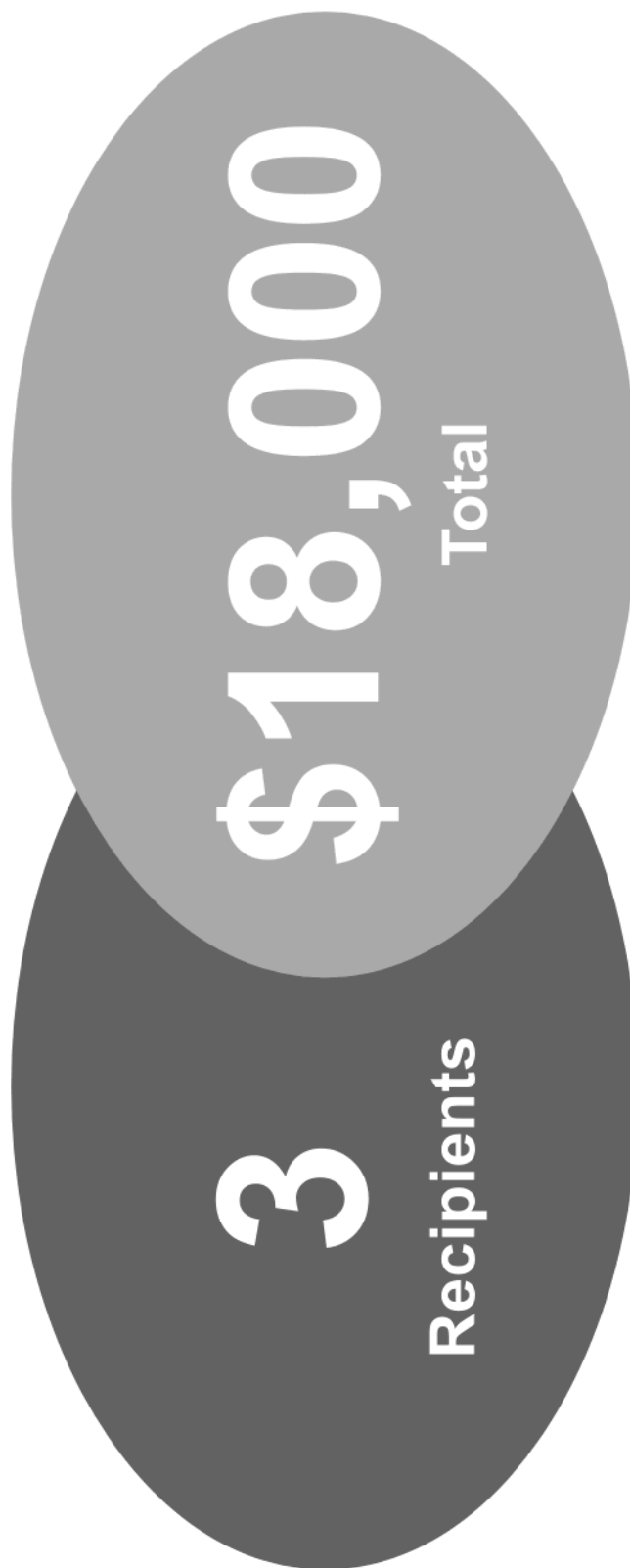
11. PROJECT FUNDING





SCHOLARSHIP

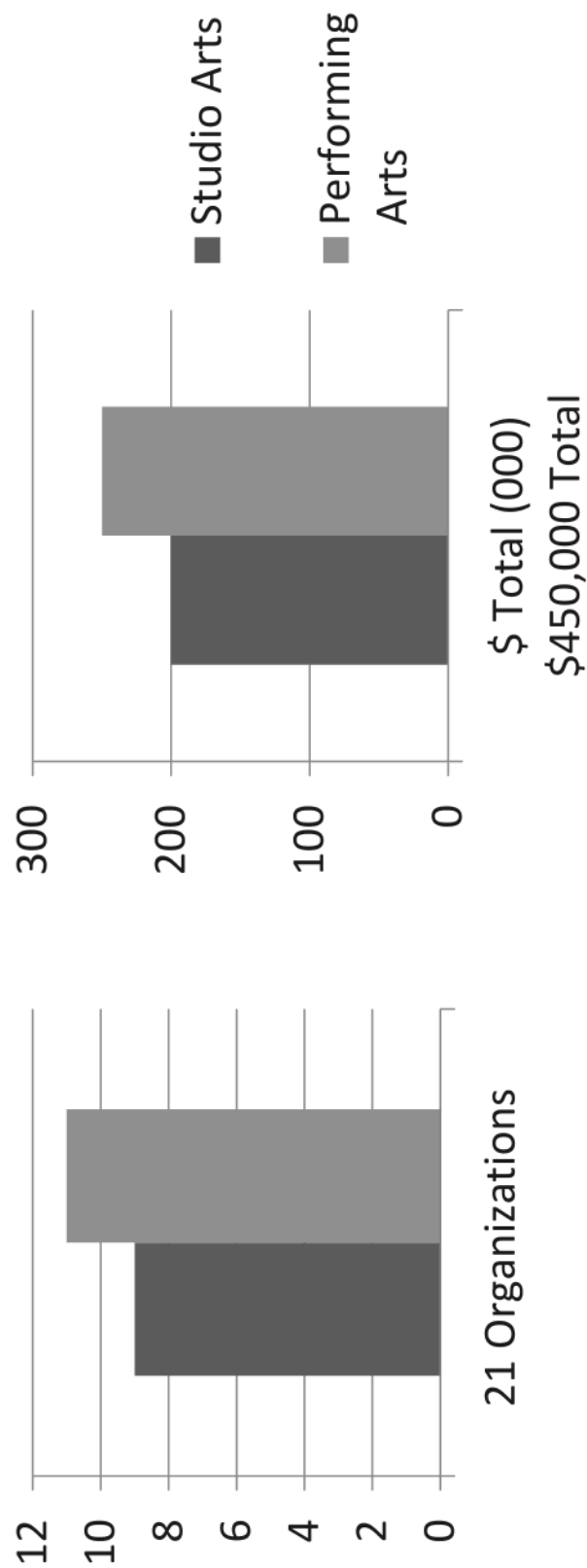
Spring Intake – Conditional Awards





STRATEGIC OPPORTUNITIES

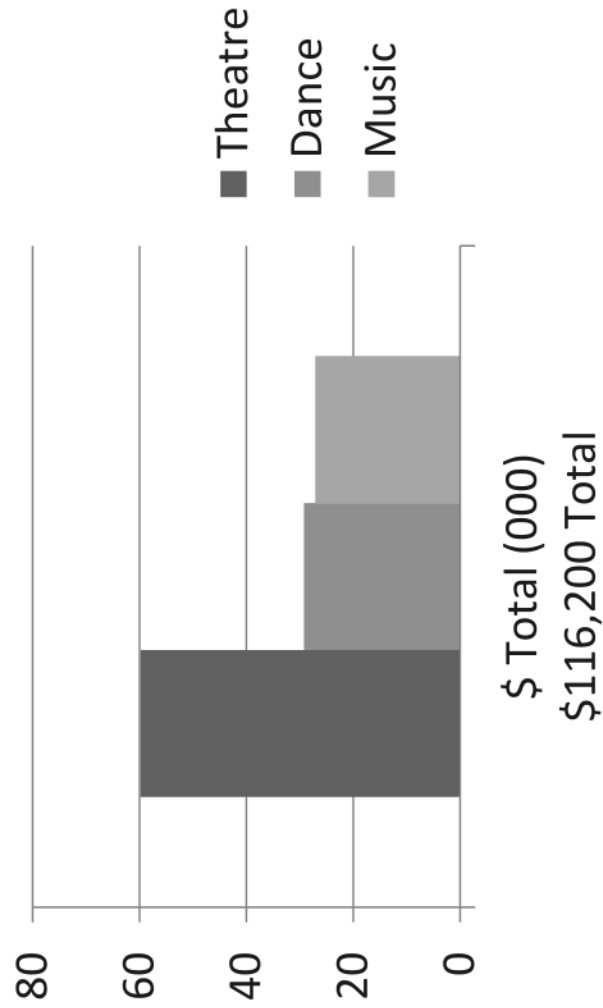
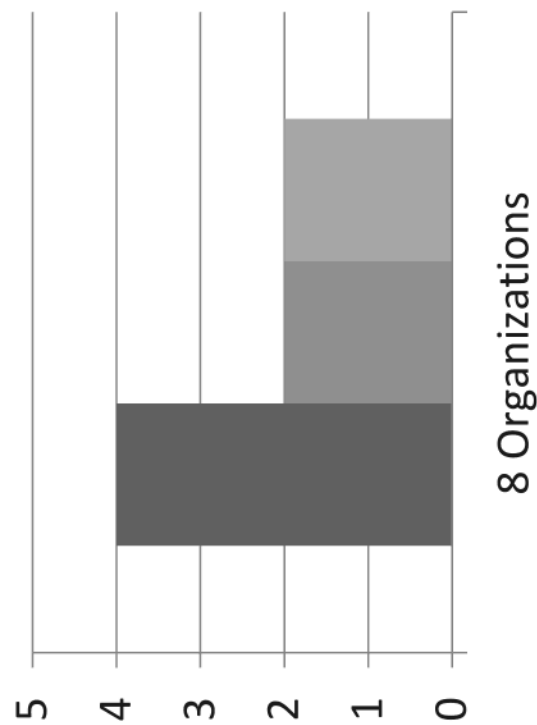
Project Assistance





TOURING INITIATIVES

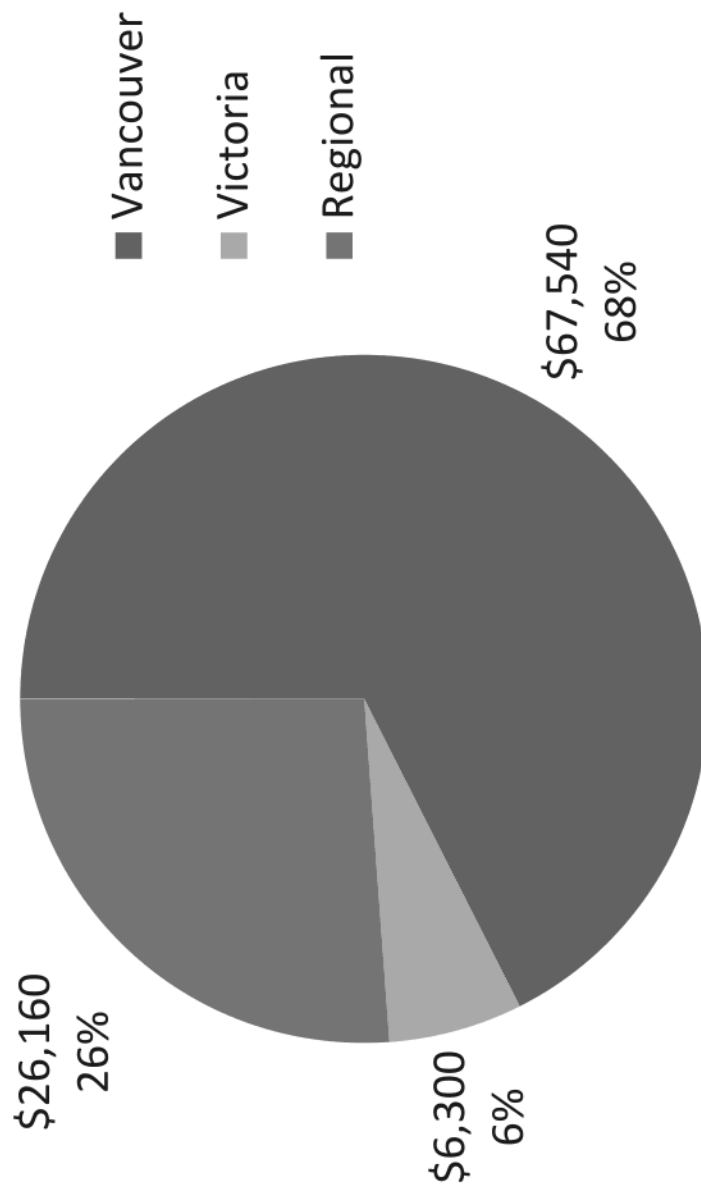
August Intake Only - Project Assistance





PROFESSIONAL DEVELOPMENT PROJECTS

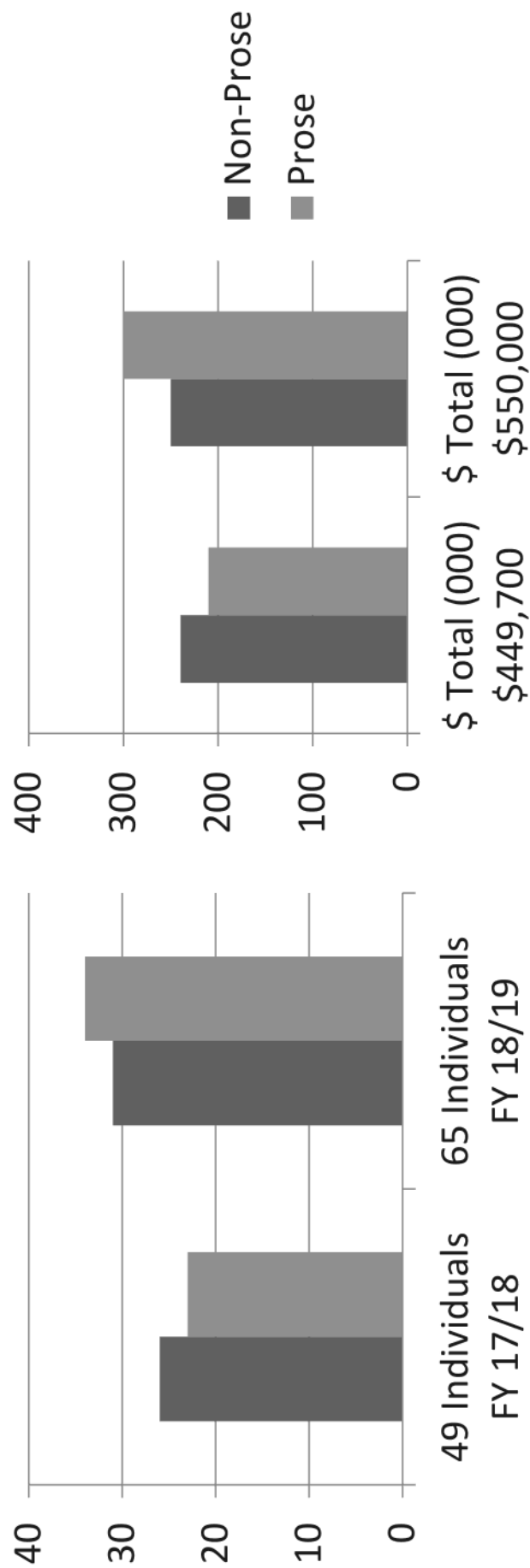
August Intake - Project Assistance





CREATIVE WRITING PROJECTS

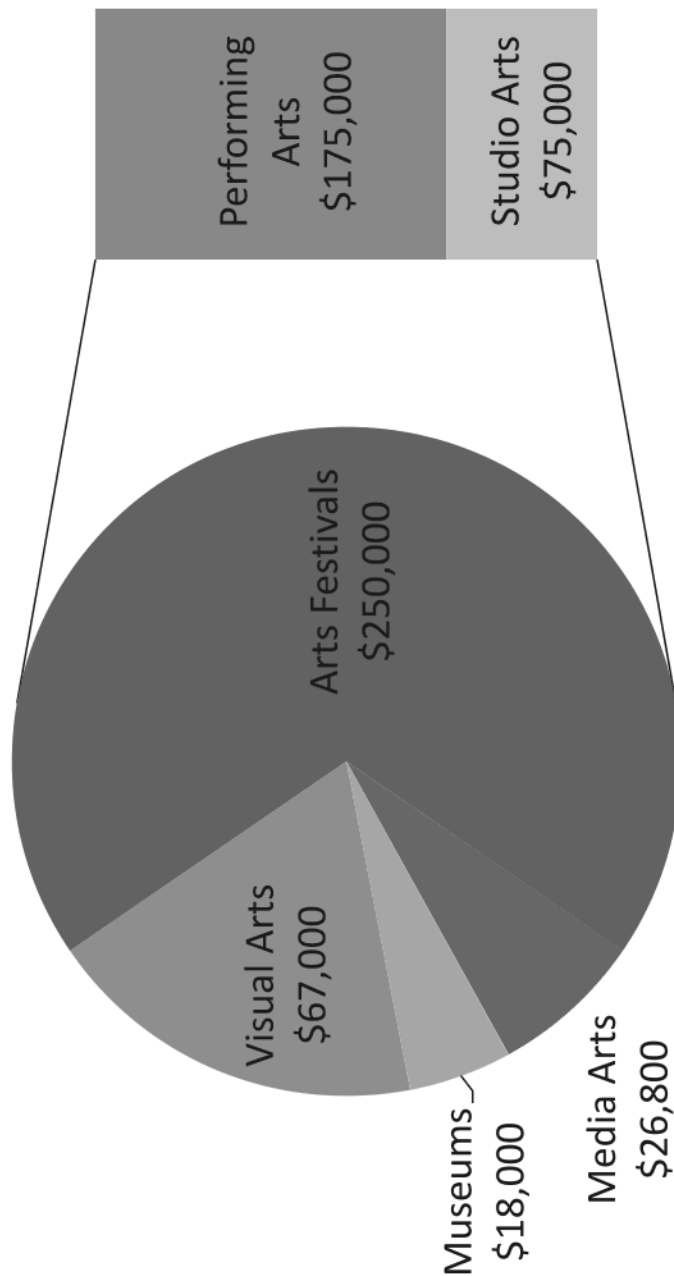
Individual Project Assistance Program





PROFESSIONAL PROJECTS

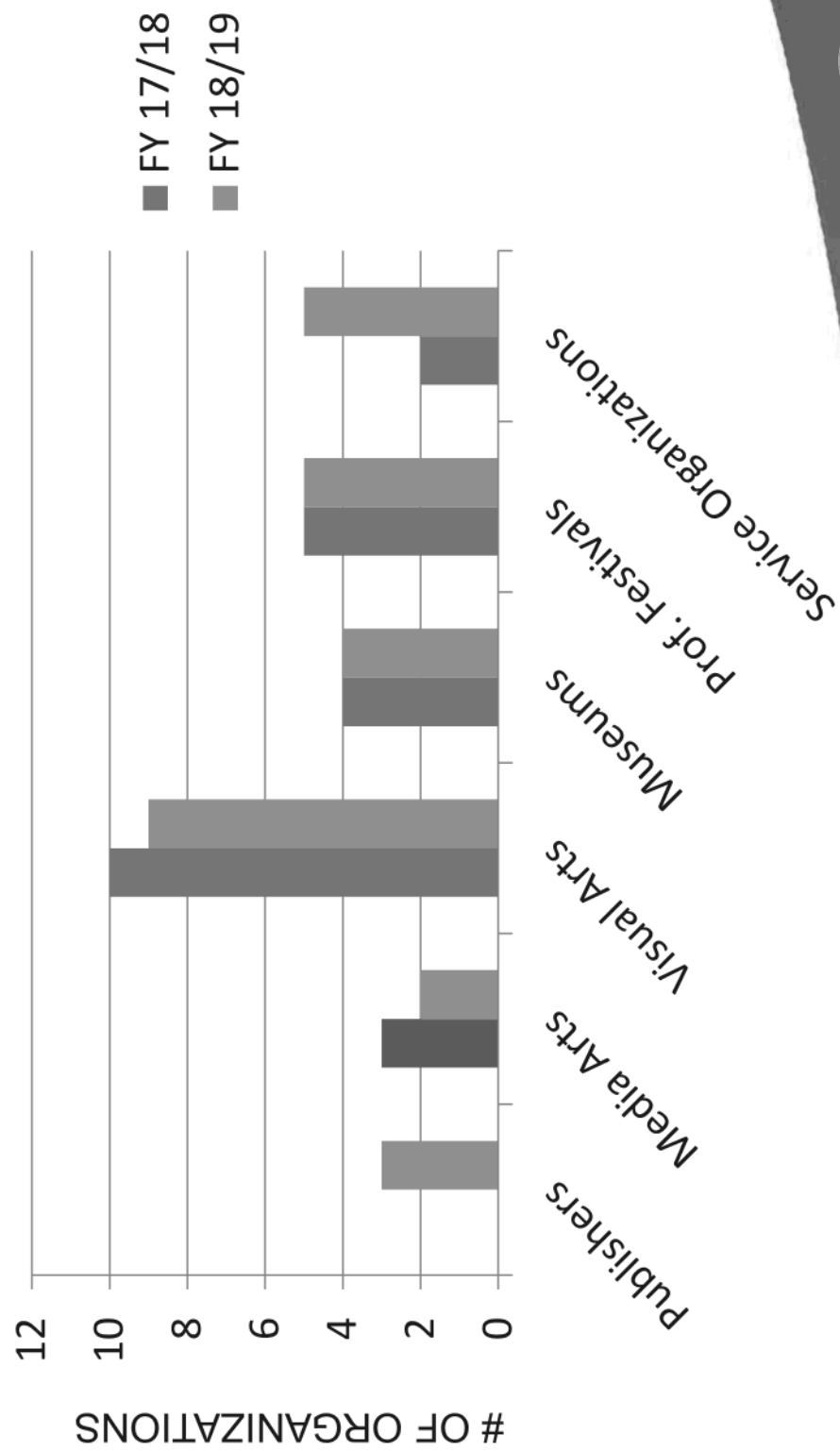
Fall Project Assistance Programs





ENHANCED CAPACITY

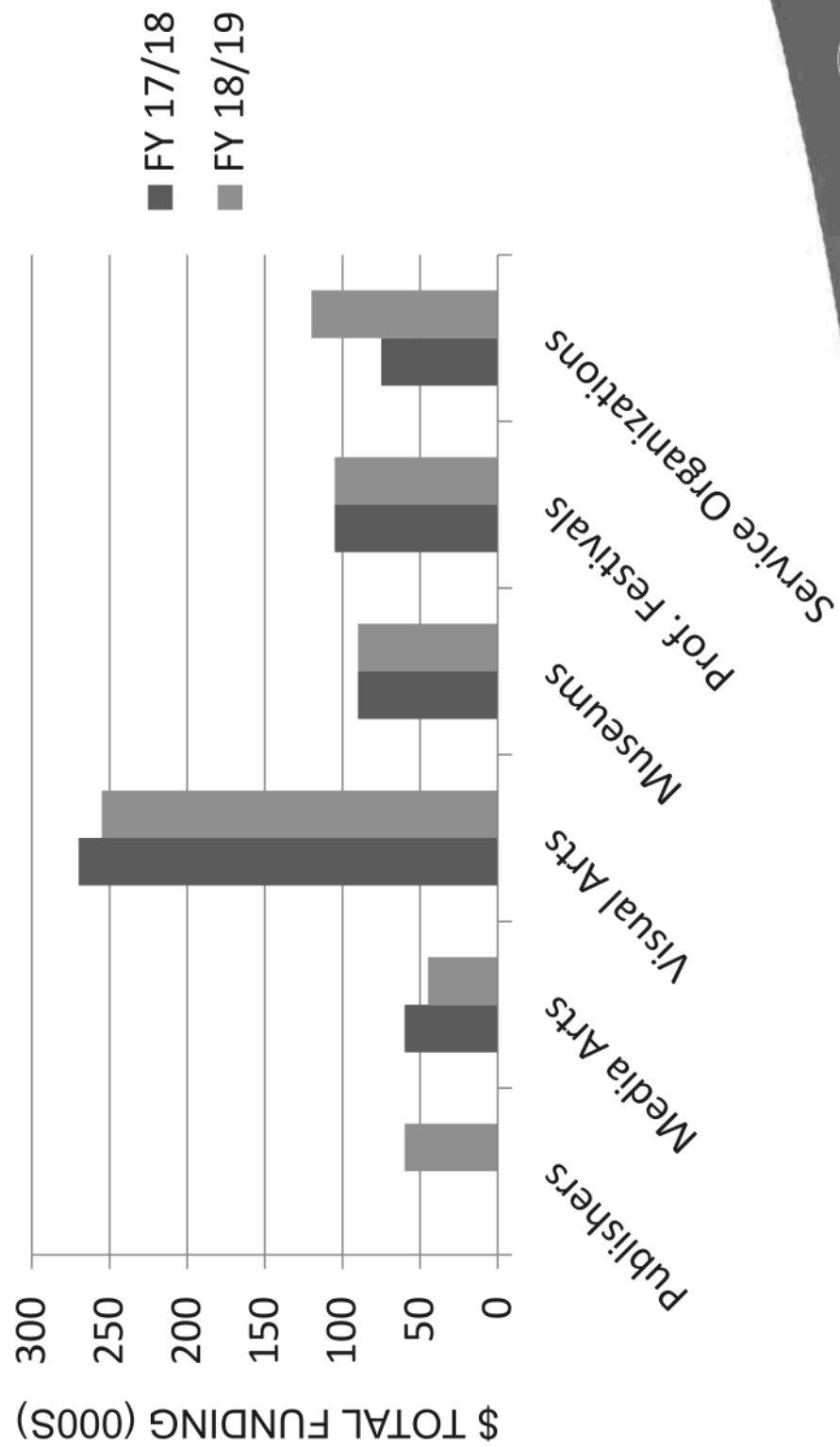
Fall Operating - Project Assistance





ENHANCED CAPACITY

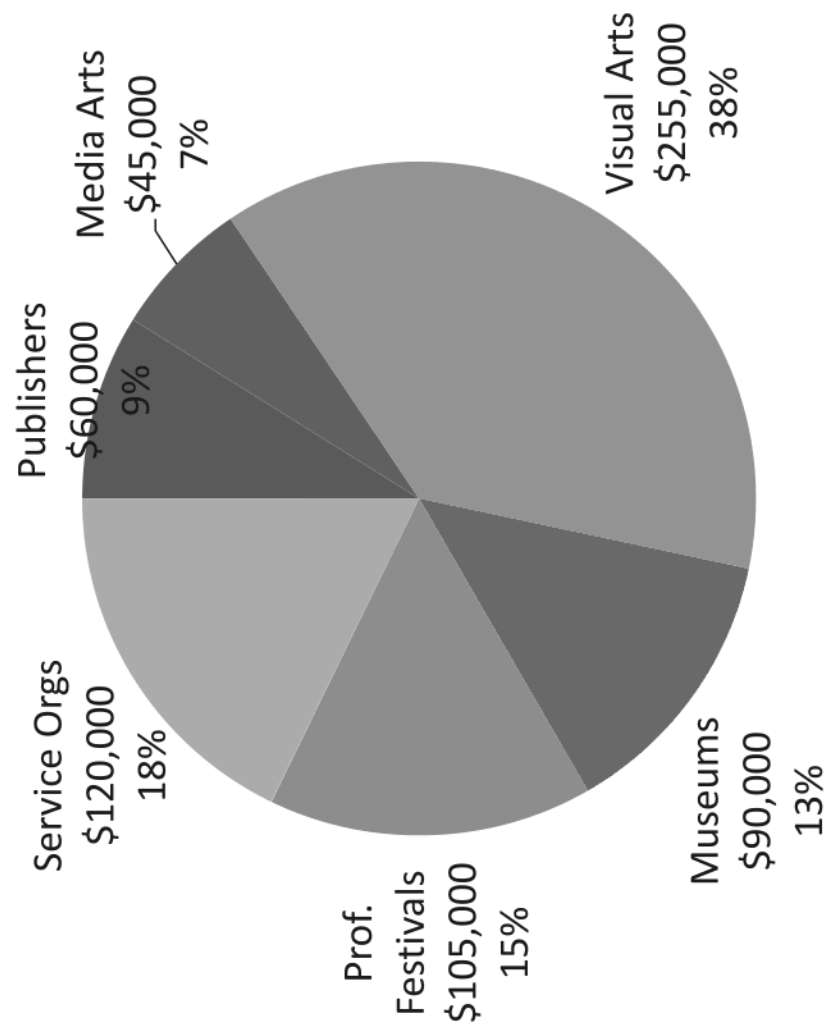
Fall Operating - Project Assistance





ENHANCED CAPACITY

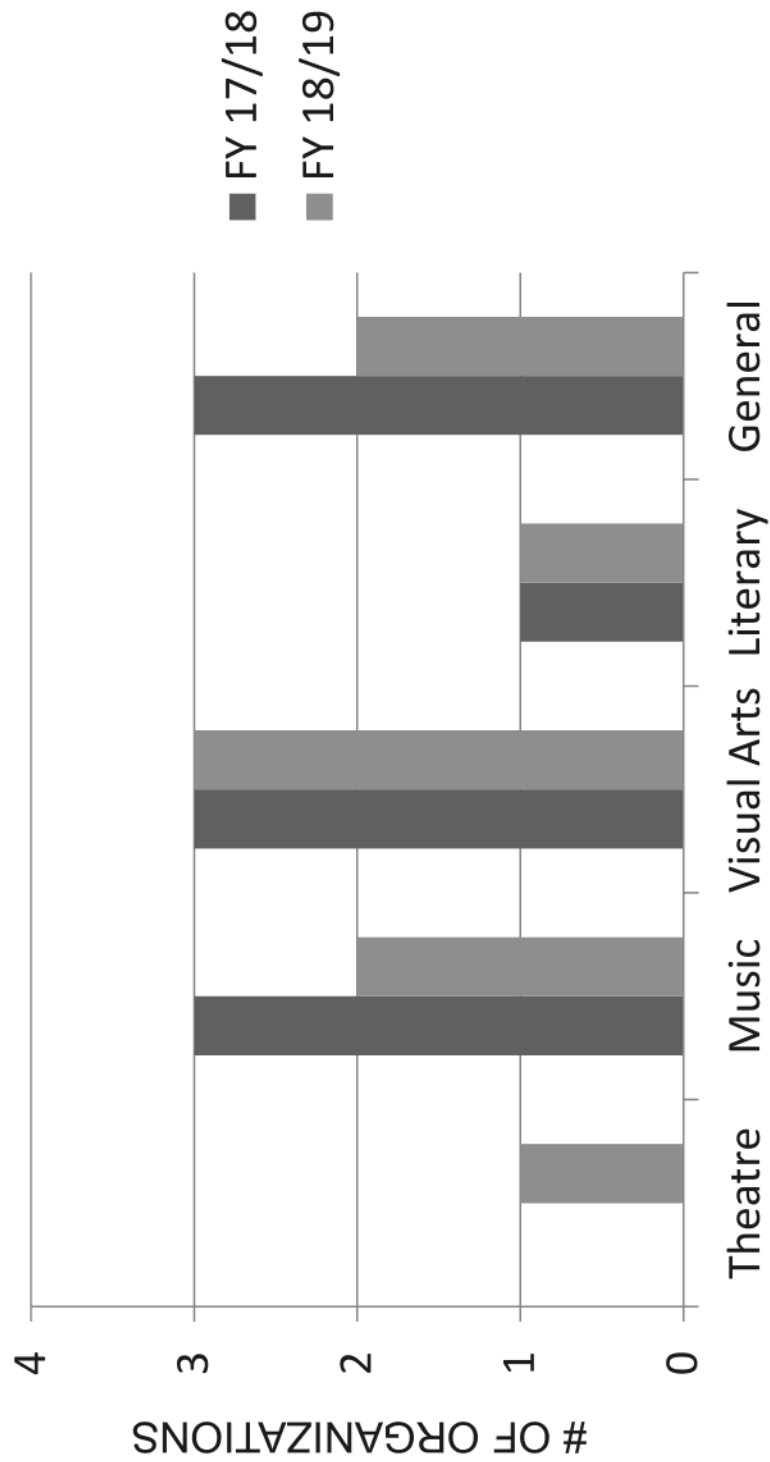
Fall Operating - Project Assistance





COMMUNITY ARTS ORGANIZATIONS

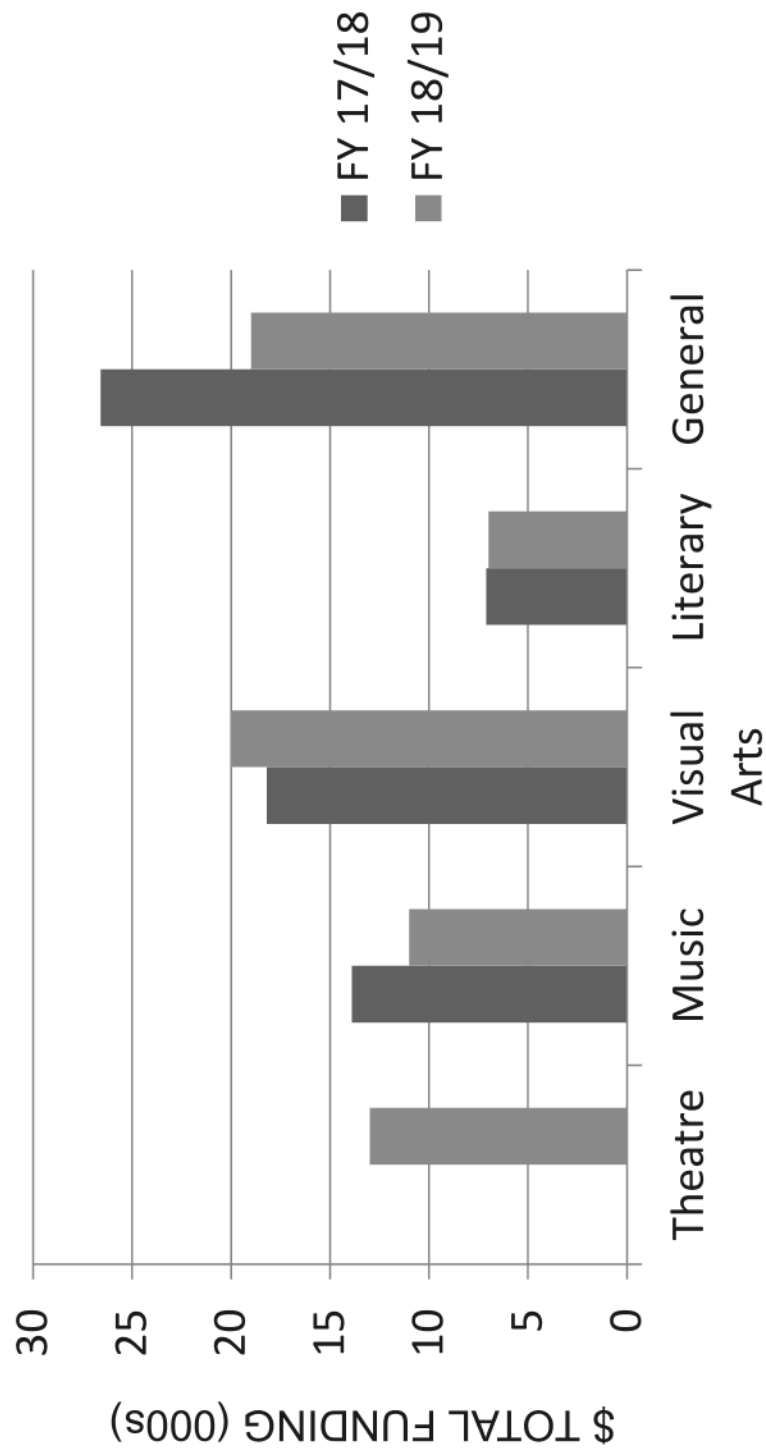
Community Arts Projects





COMMUNITY ARTS ORGANIZATIONS

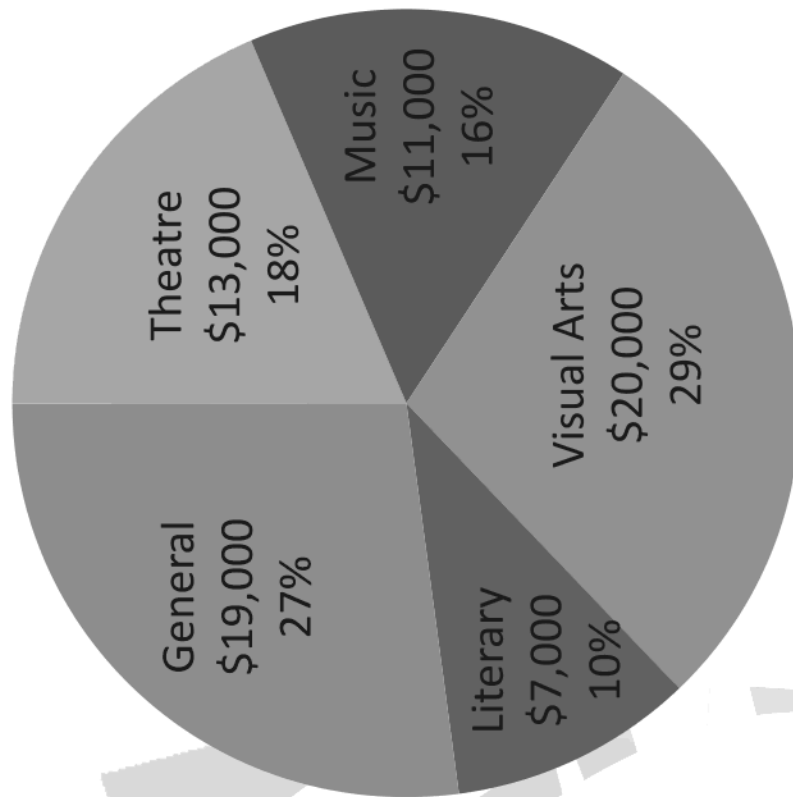
Community Projects





COMMUNITY ARTS ORGANIZATIONS

Community Projects





12. CONSOLIDATED REPORTS



AGGREGATE REPORT

April 1 – December 31, 2018

- Touring Funding
- Community Projects
- Staff and Operations



13. NEW BUSINESS





NEXT MEETINGS

Dates	Location
April 15/16, 2019	Victoria
June 20/21, 2019	Vancouver
October 10/11, 2019	TBD (Regional)
January 27, 2020	Vancouver



In Camera Session



THANK YOU!



ANNOTATED AGENDA - BC Arts Council Board Meeting

January 28, 2019

Vancouver | Listel Hotel – 1300 Robson St.

BC Arts Council			
Attending:	Susan Jackson (Chair), Jane Brindley, (Vice Chair) Norman Armour, Lindsay Bailey, Manjot Bains, Ian Case, Phillip Djwa, Dean Heron, Corinne Hunt, Derral Moriyama, Pauline Nocente		
Regrets:	Jose Delgado-Guevara, Pat Henman, Simone Orlando, Yosef Wosk		
Ministry Staff			
Claire Avison – Assistant Deputy Minister		Brian Jonker - Executive Director	Kim Reid - Director

Time	Item	Lead	Action
9:00 - 9:05	Welcome & Acknowledgement	Chair	N/A
<ul style="list-style-type: none">We would like to acknowledge that we are meeting here today on the traditional territory of the Coast Salish Peoples, including the traditional territories of the Musqueam [MUS-KWEE-UM], Tsleil-Waututh [TSLAY-WHA-TOOTH] and Squamish peoples.			
9:05 - 9:10	1. Approval of Agenda	Chair	For Approval
CHAIR <ul style="list-style-type: none">We have an ambitious agenda today. Your binders have the materials to support a smooth meeting.We need to be cognisant of the time during our discussions and may need to adapt the agenda along the way.The agenda is organized with strategic items in the morning and business items in the afternoon.As well, the Minister of Tourism, Arts and Culture will be by. She will be staying for lunch. It will be an opportunity to share a bit about yourself, and your role in the arts community.In Camera sessions are now part of the regular agenda.Any additions or comments on the agenda? <div>DRAFT COUNCIL MOTION: That Council accept the Agenda for the January 28, 2018 Meeting.</div>			
9:10 - 9:15	2. Approval of Minutes – October 11, 2018	Chair	For Approval
CHAIR <ul style="list-style-type: none">Susan and Jane, as Chair and Vice-Chair, have reviewed and confirmed the minutes with the Secretariat.We will review the two actions items next on the agenda.Any concerns, additions or deletions? <div>DRAFT COUNCIL MOTION: That Council accept the Minutes of the October 11, 2017 Meeting.</div>			

9:15 - 9:20	3. Review of Action Items – October 11, 2018	Chair	For Information
<p>CHAIR</p> <p>3.1 ACTION: The Performance Review Committee will send out instructions and forms, and set up telephone meetings with those members whose reviews are due this year.</p> <ul style="list-style-type: none"> • <i>Please provide clarification</i> <p>3.2 ACTION: June minutes were amended to reflect the March minutes (Item #16) as follows: “There was a discussion about BCAC nomenclature regarding the use of the terms ‘staff, secretariat, Council, board’. The issue was referred to Governance and Executive committees to make recommendations and bring back to the board.” March minutes to be amended accordingly.</p> <ul style="list-style-type: none"> • Both March and June minutes have both been amended with the new nomenclature of: <ul style="list-style-type: none"> ○ ‘Council’ when referring to the board and board members ○ ‘Secretariat’ when referring to the staff within the Ministry • The revised minutes were not printed for your binder however; they are available on the Sharepoint site. 			
9:20 - 9:30	4. Report from the Chair	Chair	For Information
<p>CHAIR</p> <ul style="list-style-type: none"> • Verbal report 			
9:30 - 10:15	5. Government Update & Report from the Ministry & Questions and Answers	ADM & Executive Director	For Information
<p>MINISTRY – SLIDE: INTRO</p> <ul style="list-style-type: none"> • We will give a government update and speak to some of the big Ministry projects. • Brian will talk about BCAC related updates • Finally, we will have time for Q&As at the end 			
<p>MINISTRY – SLIDE: IMPORTANT DATES</p> <ul style="list-style-type: none"> • Throne Speech & Budget Day • Fiscal Year End • Legislative Sessions • Federal Elections 			

MINISTRY – SLIDE 3: MINISTRY INITIATIVES

- **Royal BC Museum & Chinese Canadian Museum**
- **Community, Culture & Recreation – infrastructure**
 - MAH in partnership with the federal Investing in Canada Infrastructure Program
 - Provides capital support to arts and cultural organizations for new builds or renovations
 - Initial intake - \$134 M, intake closed January 23, 2019
- **International Presence**
 - Program is open for intake until February 22nd
 - Intent is to increase the global understanding and appreciation of British Columbia's arts, culture, creativity and innovation.
 - Anticipate several dozen applications, mostly BCAC clients, from prominent arts organizations in B.C.,
 - Grants range - \$20k to \$100k
- **Community Resilience Through Arts & Culture**
 - Second pilot and intake January 7 - February 15
 - The intent is to support arts and cultural events, initiatives and engagement by and for local communities that are experiencing hardship, historic oppression or other challenges that would benefit from the power of arts and culture to promote healing, resilience and connection
 - Grants range - \$2,500 to \$15,000
 - Anticipate 150-200 applications and hope to award approx. 80 grants across the province
 - The program generates strong interest from Indigenous communities for cultural revitalization work
- **Family Day**
 - Provide funding to support free Family Day activities at recreation and cultural facilities in B.C.
 - This year – 250K to the BC Recreation and Parks Association and \$50K to BC Museum Association to administer \$1,000 grants to several hundred organizations
 - Also, \$10K to VAG and \$40K to RBCM to support free admission and/or programming
- **artvest**
 - Is a national mentorship and training program designed to build capacity in Canada's cultural sector and spark new private sponsorship
 - The program offers access to matching grants when new sponsorship money is raised by participating organizations
 - Well received by the sector; for the last 5 years Ministry provides \$150K annually
 - S.13,S.17
- **Frankfurt 2020**
 - Largest book fair in the world – in 2020, Canada is the Country of Honour
 - Opportunity for our publishers but also the broader sector as there is a year of artistic programming leading up to the event
 - Allows us to work with our FPT partners to promote Canadian artists abroad and expand cultural exports
 - Currently, determining the best way to support the sector in this opportunity
- **Tourism Framework, Sports Framework**
- **Multiculturalism Grants**
 - Our ministry offers \$2,500 grants, which help organizations improve cultural interactions, reduce barriers and remove discrimination to create a more inclusive province
 - Intake just closed - preliminary results show applications from arts orgs and/or projects with arts and cultural activities
- **Crown and Agency Support**

MINISTRY – SLIDE 3: EXECUTIVE DIRECTOR UPDATES

- Orientation
- GMS
- Organizational Structure and Recruitment
- TB Submission
- Arts infrastructure
- Arts and Social Innovation Project

10:15 - 10:30	6. 2019 – Year at a Glance	Executive Director	For Discussion
<p>CHAIR</p> <ul style="list-style-type: none">• The Secretariat developed a Year at a Glance summary document to highlight the important dates of Government as well as provide the Council a better sense of what an annual business cycle entails for BCAC.• This item is for information and discussion; the Secretariat will walk through the document with us.• We will discuss criteria for selection of regional meeting locations at the end of this agenda item. <p>MINISTRY – SLIDE 1: 2019 - YEAR AT A GLANCE</p> <ul style="list-style-type: none">• Visual representation of BCAC’s activities throughout the year (in binder)• Separated into 4 streams:<ul style="list-style-type: none">○ Legislative Requirement – outlines what is required and written in the <i>Arts Council Act</i><ul style="list-style-type: none">▪ (speak more about this in a minute)○ Council Board – shows the timing of all meetings including Board, Executive and Sub Committee meetings, and other activities such as board assessments○ Secretariat & Program Support – describes the work to support the Council as well outlines intake deadlines and our two major adjudication periods○ Stakeholders Events – shows conferences and meetings that are of interest to BCAC as well as outlines the adjudication periods of our partners <p>MINISTRY - SLIDE 2: BUDGET & REPORTING</p> <ul style="list-style-type: none">• Ensure we all understand the upcoming dates for both budget and reporting• Legislative Requirements• Must prepare a report on the status of arts and culture in B.C. and a financial statement of the previous year – this is essentially the <i>Annual Report</i><ul style="list-style-type: none">○ Council must submit of the <i>Annual Report</i> to the Minister within 90 days of fiscal year end; and○ Minister must present the <i>Annual Report</i> before the Legislature within 120 days of fiscal year end or within two weeks after the beginning of the next session• In order to meet Government’s legislative requirements the Board Executive will:<ul style="list-style-type: none">○ Liaise with the Secretariat on the Annual Report;○ Provide input during its development; and○ Give final approval• The turnaround dates are tight with the House rising at the end of May this year• May 5th is an ambitious deadline, due to the need to have Minister sign before going to the Legislature• Otherwise we are releasing the Annual Report more than 6 months after FYE• Budget Process• We will know the results of our TB submission on Budget Day• Secretariat will then produce a DRAFT working budget for Council input – end of March<ul style="list-style-type: none">○ (we have budget modelling to show you later in the day)• Budget approval will take place at the next Board meeting• s.13			

- **MINISTRY – SLIDE 3: REGIONAL MEETINGS**

- Determine the next Regional Meeting location in 2019
 - To date, one meeting annually is located outside Vancouver or Victoria
 - Propose to adopt criteria to support the decision on regional meeting
 - Particularly in an underserved region or community. (Discuss what this means)
 - None (2014); Nelson (2015); Kelowna (2016); Kamloops (2017); Terrace (2018)
 - Pat has offered to host in Nelson

10:30 - 10:45

BREAK

10:45 - 11:30

7. Strategic Plan Implementation

Executive
Director

For
Discussion

CHAIR

- The Secretariat has provided a summary document which outlines program adjustments to reflect the strategic plan as well as a forward looking document to give the Council a sense of budget allocations for three different budget lift scenarios.
- Again, this item is for discussion; the Secretariat will walk through the document with us.

MINISTRY – SLIDE 1 – STRATEGIC PLAN IMPLEMENTATION

- The implementation planning for the 2018-2022 Strategic Plan is underway

MINISTRY - SLIDE 2: TIMELINE

- I understand a similar timeline was presented at a previous meeting - quick review of themes for each year
- The year since the launch of the Strategic Plan has been spent planning
 - Resulting in the two documents in the binder (Implementation Framework & Budget Forecast)

MINISTRY – SLIDE 3: PRIORITIES

- The table is a high level overview of the Implementation Framework and the priority actions in each fiscal year
- FY 18/19 - The Program Committee update with provide more details after lunch
- FY 19/20 – Significant year of growth and exciting opportunities, such as
 - Implementing the learnings from the equity consultant
 - Analysis on the Touring programs, including International Presence, has started
 - Co-creation, with Indigenous partners and artists, of a framework to support *Indigenous Arts and Culture* - may include policy adjustments, dedicated funding streams and/or increased outreach
- FY 20/21 - Moving to a deeper focus on Community Arts and Regional Arts
 - Preliminary research as well as increased outreach to non-urban areas in the FYs leading to FY 20/21 will inform and enhance programming for Community Arts and Regional Arts
 - It is intended that the Career Development Suite will come together in FY 20/21 but it should be noted that this is not really new programming
 - More combining and massaging of current programs and budgets into a more logical, holistic offering that supports all stages of a career
- You can see where these priorities fit against the Strategic Directions

MINISTRY – SLIDE 4: BUDGET

- Visual representation of budget allocations in FY 17/18 (before \$5M lift) compared to full doubling in FY 2020/21 - and align with the Strategic Plan priorities, including:
 - Increases to Community Arts & Strategic Initiatives and decreases to Professional Arts & Partnerships
 - Note despite % changes to Prof. Arts (core & high performing) clients, these clients will be resourced
 - Increase to Strategic Initiatives – Operating Clients access many of these programs
 - Keep the organization more nimble and responsive to emerging needs (i.e. new program)
 - Other jurisdictions would prefer this, less money tied up in operating funding
- Small allocation of Staff & Operations costs \$ 1.2. – necessary to allocate increasing number of grants, program development and the GMS – (akin to any service agreement)

- Visual representation of budget allocations in FY 17/18 (before \$5M lift) - \$5M lift – and FY 18/19
- No additional funding put to Strategic Initiatives – however, funding was moved around within the stream as well as toward Community Festivals
 - (note decrease in YEP, increases other SI lines)

s.13,s.17

- With the lift, we were able to implement a few improvements to the Operating Assistance program, while also bridging the timing between adjudications and funding lift, including:
 - Introducing a minimum operating grant across all professional operating programs of \$20K
 - Honouring past Advisory Committees recommendations for new applicants in a non-intake year
 - Use of one-time supplementary grants so not to change base funding levels
- The use of supplements will be used to bridge one more operating intake; further information after lunch

CHAIR

- Please welcome the Honourable Lisa Beare, Minister of Tourism, Arts and Culture, responsible for Sport and Multiculturalism.
- As the Minister of Tourism, Arts and Culture she works to promote and strengthen B.C.'s dynamic tourism industry, as well as the vibrant arts, culture and sport community, to ensure that these sectors continue to thrive throughout the province and are valued and respected internationally.
- She was elected as the MLA for Maple Ridge-Pitt Meadows in May 2017 but got her start in politics in 2014 when she was elected as a School Board Trustee for Maple Ridge-Pitt Meadows.
- Minister Beare grew up in Maple Ridge and is raising a young family in the community.

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1:00 - 1:15	8. Report of the Program Committee	Vice-Chair	For Information
<p>S.13</p>			
<p>VICE CHAIR – SLIDE 2 - EQUITY CONSULTANT</p> <ul style="list-style-type: none"> The Secretariat is seeking to hire an Equity Consultant to conduct an equity audit of BC Arts Council policies and processes and develop a framework to guide consultations, outreach and the implementation of the <i>Equity, Diversity and Access</i> strategic direction. <p>Key points:</p> <ul style="list-style-type: none"> An RFI will be issued through BC Bid in the next few weeks to: <ul style="list-style-type: none"> reveal the scope of the arts equity field; canvas market expertise; and obtain high-level budget estimates from possible proponents. Following the RFI, working with the Ministry Procurement team, the Secretariat will decide whether or not to post a full RFP or to extend direct invitation to three potential proponents. Up to S.1 has been earmarked for this work beginning this fiscal year The current proposal will see the Equity Consultant working with BCAC for a period of up to one year. <p>Actions:</p> <ul style="list-style-type: none"> No motions or approvals are required. Encourage Council members to contribute to the process by making suggestions of proponents and/or sharing the RFI out within their networks Secretariat commits to sending a link to all Council members once the RFI is posted 			
<p><u>VICE CHAIR SLIDE 3 - PROGRAM REVISION - ITERATIVE FRAMEWORK</u></p> <ul style="list-style-type: none"> The Secretariat will be adopting an iterative approach to the revision of program guidelines to bring them into alignment with all four directions in the strategic plan. <p>Key points:</p> <ul style="list-style-type: none"> Operating programs with a Spring 2019 intake (Theatre, Music, and Dance) will run on an annual cycle for one year with modest adjustments to program assessment and use supplements. Full revision for the Fall 2019 intake, following the consultation and work of the Equity Consultant. Project programs will be adjusted throughout the coming fiscal year. <p>Actions:</p> <ul style="list-style-type: none"> No motions or approvals are required as it is primarily an operational matter. 			

VICE CHAIR – SLIDE 5 - COMPARISON

- Visual representation of how each of the different streams are affected

S.13,S.17

1:15 - 1:30

9. Report of the Sub Committees

Committee Chairs

For Information

CHAIR

- Executive
 - Rationale for motion to add Finance Chair includes:
 - Allocation of funding is a primary and important role of the Council.
 - To better utilize the skills and knowledge of the Finance committee members, it is proposed to elevate the Finance Chair to the Executive.

DRAFT COUNCIL MOTION: That Council amend the Terms of Reference to add the Finance Chair as a member of the Committee.

- Communications
- Finance
- Governance
- Indigenous Engagement
- Strategic Planning Implementation

1:30 - 2:15

10. Operating Funding – Advisory Recommendations

Vice-Chair and Executive Director

For Approval

CHAIR

- The Fall Operating Assistance Advisory Recommendations are for Council approval.
- Brian will lead us through each program and once complete, Jane will present the motion for approval.
- At the end, we will have a short discussion about the Advice to Council provided by the advisories.

MINISTRY – SLIDE 1: OPERATING FUNDING

- Recommendations for the Fall Operating Assistance programs totalling more than \$8.5M across 7 disciplines

MINISTRY – SLIDE 2: OPERATING ASSISTANCE - COMPARISON

- Relatively balanced lift to all disciplines – about 20% on average
 - (reference earlier discussion about supplements /20K lift)

MINISTRY – SLIDE 3: PROFESSIONAL ARTS FESTIVALS

- Supports established arts festival organizations that produce a major annual festival; present and feature professional artists; have a clear unifying theme or vision; and have stable artistic and administrative leadership
- Eligible applicants must have operated as a professional arts festivals organization for a minimum of two years
- Professional Arts Festivals is the only Operating Assistance program in which we split the adjudication into a “Studio Arts” committee and a “Performing Arts” committee
 - Ensures we have the right expertise on the Advisory Committee for this interdisciplinary program
- This year, 10 Studio Arts Festivals (Media Arts, Writing, and Visual Arts) and 11 Performing Arts Festivals (Music, Dance and Theatre) of which 20 submitted interim reports (final year of a two year extended cycle).
- The 21st organization was Capture Photography Film Festival – added to operating due to FY 2017/18 recommendation
- Festivals are noted for their huge community engagement potential, almost \$1.75 M audience members

10.1 PROFESSIONAL ARTS FESTIVALS – STUDIO ARTS

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Festivals (Studio Arts) Advisory Committee’s recommendation of base operating assistance in the amount of up to \$335,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Studio Arts Festivals Advisory Committee’s recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Capture Photography Festival and Victoria Independent Film and Video Festival

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Studio Arts Festivals Advisory Committee’s recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations’ ranking in 2017/18, in the amount of up to \$64,630 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.2 PROFESSIONAL ARTS FESTIVALS – PERFORMING ARTS

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Arts Festivals (Performing Arts) Advisory Committee’s recommendation of base operating assistance in the amount of up to \$575,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Performing Arts Festivals Advisory Committee’s recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations’ ranking in 2017/18, in the amount of up to \$115,895 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.3 VISUAL ARTS

- Visual Arts Operating Assistance is in the final year of a three-year extended cycle. This program has a huge range of organizations, from very small artist-run centres with budgets hovering around \$100K each year, to the very large Vancouver Art Gallery's \$19 M annual operating budget.
- Several smaller organizations were brought up to the base \$20K with the lift, and it should be noted that, at \$840K, the Vancouver Art Gallery's operating grant consumes nearly 40% of the budget allocated to these 32 organizations

DRAFT COUNCIL MOTION: THAT Council accepts the Visual Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$2,058,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Visual Arts Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Morris And Helen Belkin Art Gallery, Unit/Pitt: Society For Art & Critical Awareness, Projectile Publishing Society, Langham Cultural Society, Malaspina Printmakers Society, Vernon Public Art Gallery Society, 221a Artist Run Centre Society, West Vancouver Museum, Nelson Fine Art Centre Society (Oxygen Art Centre), Burnaby Art Gallery, Kootenay Gallery Of Art, History And Science, Grand Forks Art Gallery Society

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Visual Arts Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$330,630 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.4 PUBLIC MUSEUMS

- Public Museums are often the cultural centre of the communities they represent, and through permanent collections and exhibits that explore the diverse aspects of all the regions of the province
- In the final year of its two year cycle,
- Also saw many organizations brought up to a minimum of 20K

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museum Advisory Committee's recommendation of base operating assistance in the amount of up to \$1,445,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museums Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Cortes Island Museum & Archives Society (Cimas), Cumberland & District Historical Society, Qualicum Beach Historical & Museum Society, Fernie & District Historical Society, New Westminster Museum And Archives, Bulkley Valley Historical & Museum Society, Kitimat Museum & Archives, Salmon Arm Museum And Heritage Association, Penticton Museum & Archives, Creston & District Historical & Museum Society.

DRAFT COUNCIL MOTION: THAT Council accepts the Public Museums Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$244,280 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.5 MEDIA ARTS



- The Media Arts cohort is a small but dynamic mainly situated in the urban centres of the province.
- Their work has an impressive reach, with 76 distinct exhibitions showcased by 7 organizations in the past year.
- Media Arts is also in the final year of a two-year cycle and it should be noted that film festivals are funded through the aforementioned Festivals program, and not this smaller group.

DRAFT COUNCIL MOTION: THAT Council accepts the Media Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$258,150 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Media Arts Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Cinevic Society of Independent Filmmakers

DRAFT COUNCIL MOTION: THAT Council accepts the Professional Media Arts Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$48,000 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.6 COMMUNITY ARTS ORGANIZATIONS

- Community Arts Organizations has more recipients than any other program due to the varied and diverse number of organizations it serves.
- The year, 76 Community Arts Councils and other high-performing community arts organizations (usually volunteer-led) will receive an operating grant made of up two to three different components.
 - The first component is 'Basic Assistance', which is a per-capita calculation based on the most recent census data for the community in which the client is situated.
 - E.g. The allocation is greater for the Surrey Arts Council, than Enderby Arts Council.
 - The second component is "Local Government Matching", a value of up to \$5K to match the contribution from the recipient's municipality.
 - The third component is as "Annual Performance".
 - To receive Annual Performance, the organization must submit additional information about how their activity is positively impacting their community.
 - Is quite competitive and is adjudicated by an Advisory Committee to make recommendations to Council.
-   . This will be looked again with a further lift and considered again in FY20/21.
- In all, over 70 communities across the province, from Atlin to Zebballos are represented in this list of awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Community Arts Advisory Committee's recommendation of base operating assistance in the amount of up to \$887,810 according to the attached spreadsheets and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Community Arts Advisory Committee's recommendation of retroactive Annual Performance awards for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$287,060 according to the attached spreadsheets, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.7 ARTS AND CULTURE SERVICE ORGANIZATIONS

- Arts and Cultural Service Organizations are member based organizations that serve clients province-wide through networking opportunities, group insurance for artists, and other resources.
- In this intake year, the 18 organizations funded through the operating program serve over 5,677 members through various initiatives and provisions
 - 1,399 Organizations and 4,278 Individuals
- A number of organizations were brought up to a minimum of 20K

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation of base operating assistance in the amount of up to \$775,000 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: British Columbia Choral Federation, Peace-Liard Regional Arts Council, Greater Vancouver Professional Theatre Alliance, Conseil Culturel Et Artistique Francophone, West Kootenay Regional Arts Council, Vancouver Ballet Society, Federation Of British Columbia Writers

DRAFT COUNCIL MOTION: THAT Council accepts the Arts Service Organizations Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2018/19, in the amount of up to \$161,930 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

10.8 BOOK PUBLISHERS

- And finally, Book Publishers provide annual operating support to 18 BC Publishing Houses all over B.C.
- The program requires publishers to only submit titles by Canadian Authors with content that qualifies as arts or cultural in nature. (No textbooks, for example, are eligible).
- In 18/19, this funding will support the publishing and distribution of 324 new titles by Canadian authors

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publisher's Advisory Committee's recommendation of operating assistance in the amount of up to \$799,200 according to the attached spreadsheet and requests that staff convey to recipients any comments and conditions relating to the awards.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation that the following applicants receive an increase in their base operating grant in order to bring it up to the new minimum of \$20,000, according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards: Simply Read Books Inc.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation to place s.13 on the third iteration of Concerned Status, as per Council's Fair Notice Policy, and requests that staff communicate the rationale for this decision.

DRAFT COUNCIL MOTION: THAT Council accepts the Book Publishers Advisory Committee's recommendation of one-time supplemental operating grants for the 2018/19 fiscal year, allocated in alignment with organizations' ranking in 2017/18, in the amount of up to \$133,200 according to the attached spreadsheet, and requests that staff convey to recipients any comments and conditions relating to the awards.

3:00 - 3:15	BREAK		
3:15 - 3:30	9. Project Funding – Jury Approvals	Executive Director	For Information
CHAIR <ul style="list-style-type: none"> • The next set of funding reports is for information only. • The Secretariat will quickly walk us through each program and present some stats of interest. 			
<ul style="list-style-type: none"> • Scholarship Program – has a Spring Intake comprised of conditional awards. This means that applicants need to provide any outstanding documentation necessary to complete the file (e.g. final transcripts and proof of full time registration for the period of funded study). <ul style="list-style-type: none"> ○ Designed to support the development of B.C.'s future professional artists by assisting with pre-professional training of outstanding B.C. students of the arts. ○ This highly competitive program provides funding of up to \$6,000 per year and successful applicants are assessed on their portfolio as well as the rest of their application. ○ Only 3 conditional awards were granted in this period as most awards were delivered in June/ July. 			

- **Strategic Opportunities – Performing Arts / Studio Arts**
 - Designed to assist organizations to build capacity in the organization and/or respond to strategic priorities, challenges and opportunities they are experiencing.
 - The proposed projects may be short-term adjustments or lay the groundwork for longer-term projects
Commitments; projects should fall into one of three categories: Artistic Capacity, Organizational Development and Transition, and Capital Projects.
 - 21 awards were distributed this intake.
- **Touring Initiatives**
 - This is a very competitive program as it supports professional artists and organizations to tour nationally and internationally, and to develop markets and/or audiences outside of B.C.
 - Designed to assist with costs associated with touring technical and production, installation for exhibitions, tour management fees, tour promotional materials, telecommunications, and tour booking fees. Additionally, the program includes touring proposals for exhibitions, workshops and screenings.
 - This was the second intake (of three) for this program this fiscal year and 8 awards were distributed.
- **Professional Development – Performing Arts / Studio Arts**
 - Program includes smaller awards to individuals for short term Pro-D opportunities.
 - Designed to assist professional artists and arts administrators 1) to take advantage of opportunities which require travel; or 2) to undertake specific learning activities to advance their practice or career.
 - This was also the second intake for program this fiscal year and \$100K were distributed evenly between studio and performing arts.
- **Creative Writing Arts Awards**
 - This program assists professional writers with specific type projects.
 - Eligible genres include drama, fiction, juvenile literature, non-fiction, poetry, spoken word and graphic novels.
 - Awards are available to support the creation of new works or the re-writing of existing unpublished or unproduced projects in any eligible literary form.
 - This is a very competitive program comprised of two levels: Level 1, with awards up to \$6K, and Level 2, with awards of up to \$12K.
- **Professional Projects**
 - Professional Project Assistance supports initiatives in the development, creation, production and/or live performance of classical, experimental, original, traditional and contemporary art forms from all world cultures.
 - Grants are intended to contribute to the successful realization of a single event or activity. The maximum contribution to a project in this program is 50% of the total budget of the project.
 - In the Performing Arts (Dance/ Theatre/ Music), organizations, individuals or collectives may apply through Professional Projects.
 - In the Studio Arts (Literary, Visual Arts, Media Arts, Museums, Training) and Festivals, professional project funding is available for organizations only.
 - Individual Visual Artists, Media Artists and Creative Writers may apply through a separate Individual Arts Awards program in those three disciplines.

- **Enhanced Capacity**
 - This is an additional support that is included in all Operating Assistance programs and organizations apply for Enhanced Capacity support, concurrent with their extended cycle intake application.
 - Intended to help organizations build capacity and respond to strategic priorities, challenges and opportunities and will offer enhanced support for operations for the duration of the funding cycle.
 - Payments were made that were previously committed to at the beginning of the multi-year funding cycles in 16/17 and 17/18.
-
- **Community Arts Projects**
 - Designed to assist non-profit community arts and cultural organizations not currently receiving Operating Assistance from the BCAC.
 - Awards under this program are intended to improve the artistic standards of community-based artistic creation or increase community participation in arts activities.
 - Eligible projects may include assistance for the creation of original work, remounting of existing repertoire or exhibitions, critical documentation, exploration of diverse forms, skills development, dissemination, or organizational development.
 - This is a small program and \$70K were distributed to support various small scale projects

3:30 - 3:45	10. Consolidated Reports	Executive Director	For Information
<ul style="list-style-type: none"> Aggregate Report – April to December 2018 Constituency Report – September to December 2018 <p>SUSAN</p> <ul style="list-style-type: none"> The Secretariat will highlight a few interesting trends in the BCAC programs. We will not be reviewing the Constituency Report during the meeting. <p>MINISTRY</p> <ul style="list-style-type: none"> Items to note about the Aggregate Report: <ul style="list-style-type: none"> This report represents grants TO DATE during FY 2018/19; please note that it will be fully populated at the April meeting In Operating Assistance funding, the amount of request funded in some cases exceeds 100% due to the current approach with this program (as discussed throughout the day) In Enhanced Capacity, this is for operating clients, the disciplines that have 100% of the request indicate roll over (interim) years <ul style="list-style-type: none"> The Operating Assistance funding includes supplements We spoke about Touring earlier, it has a low approval rate and is quite competitive <ul style="list-style-type: none"> We have one more intake yet this FY Community Arts Projects an area of improvement s.13 An increase in Staff and Operations due to GMS and Equity Consultant 			
3:45 - 4:00	11. New Business	Chair	For Discussion
<ul style="list-style-type: none"> Ask for feedback on meeting and the materials either now or collect during the In Camera session s.13 			
4:00 - 4:15	Adjournment	Chair	N/A
4:15 – 5:00	In Camera Session	Chair	N/A

Next Meetings:

Dates	Location
April 15/16, 2019	Victoria
June 20/21, 2019	Vancouver
October 10/11, 2019	TBD (Regional)
January 27, 2020	Vancouver