

AGENDA
REGULAR MEETING OF THE CULTURAL COMMITTEE
BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2013-MAY-01, COMMENCING AT 4:00 P.M.

CHAIR: COMMISSIONER FRED PATTJE

1. **CALL MEETING TO ORDER:**

2. **INTRODUCTION OF LATE ITEMS:**

3. **ADOPTION OF AGENDA:**

(Motion required to adopt the agenda)

4. **ADOPTION OF MEETING NOTES:**

- (a) Notes of the Regular Cultural Committee Meeting held Wednesday, 2013-APR-03 at 4:04 p.m., in the Bowen Park Complex Conference Room.

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(Motion required to adopt the meeting notes)

5. **CHAIR'S REPORT:**

(Motion required to receive the verbal report)

6. **COMMISSION REPORT: (Commissioner Rinald)**

7. **REPORTS OF PROJECT COMMITTEES:**

- (a) **Cultural Award Committee**

(Motion required to receive verbal report)

- (b) **Art in Public Places Project Committee**

(Motion required to receive verbal report)

- (c) **Cultural Forum Project Committee**

(Motion required to receive verbal report)

8. **STAFF REPORTS:**

- (a) **Nanaimo Centre Stage Operating Grant Request**

Correspondence:

1. Letter dated 2013-APR-22 from Camela Tang, President, CVI Centre For The Arts Nanaimo regarding the request for higher level service Operating Grant for 2013 in the amount of \$6,000.

Pg. 5-8

Staff's Recommendation: That the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend to Council that the Nanaimo Centre Stage Operating Grant request be added to the Cultural Operating Grant Process.

(Motion required to adopt recommendation.)

9. **CORRESPONDENCE:** (not related to a Report to the Cultural Committee)

a) Letter dated 2013-MAR-26 from the Nanaimo Arts Council thanking the Cultural Committee and the City of Nanaimo for developing a Cultural Plan. Pg. 9

b) Letter received 2013-MAR-25 from Gerold Haukenfrers, President, Nanaimo Blues Society thanking the Cultural Committee and Commission for the recent grant funding. Pg. 10

(Motion required to receive all Correspondence.)

10. **NOTICE OF MOTION:**

11. **OTHER BUSINESS:**

(Motion required if there is other business.)

12. **QUESTION PERIOD:** *(Agenda Items Only)*

NOTES
REGULAR MEETING OF THE CULTURAL COMMITTEE
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2013-APR-03, COMMENCING AT 4:00 P.M.

PRESENT: Commissioner Fred Pattje, Chair

Members: Commissioner Howard Houle
Commissioner Alec McPherson
Ms. Gerda Hofman
Ms. Wendy Smitka
Mr. Kim Smythe
Ms. Marianne Turley

Regrets: Commissioner Donald Rinald
Ms. Julie Bevan
Ms. Geraldine Manson

Staff: B. Kuhn, Manager, Parks, Recreation and Culture Services
J. Farrell, recording
C. Kuziw

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:04 p.m.

2. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda be adopted. The motion carried unanimously.

3. ADOPTION OF MEETING NOTES:

It was moved and seconded that the Meeting Notes of the Regular Cultural Committee Meeting of Wednesday, 2013-MAR-06 at 4:00 p.m., at the Bowen Park Complex Conference Room be adopted as circulated. The motion carried unanimously.

4. REPORTS OF PROJECT COMMITTEES

(a) Cultural Award Committee.

A verbal report was given by the Chair, Gerda Hofman, on the Cultural Awards event held 2013-MAR-14.

5. COMMISSION REPORT:

Commissioner McPherson provided a verbal report on the following topics:

- A VIP Grant was awarded to Forest Drive Gyro Park
- Cultural Grants Process and Criteria Review
- Service and Resource Centre Indoor Art selection "Social Mixer."

6. REPORTS OF PROJECT COMMITTEES:

(a) Art in Public Places Project Committee.

This committee has had no meeting to date.

(b) Cultural Forum Project Committee.

Nothing to report at this time.

7. STAFF REPORTS:

(a) Donation of "The Frame" by Jason Gress

It was moved and seconded that the Cultural Committee recommend that the Parks, Recreation and Culture Commission recommend that Council accept the public art piece "The Frame" by Jason Gress from the Nanaimo Art Gallery in accordance with the Community Plan for Public Art (adopted in 2010). The motion carried unanimously.

8. CORRESPONDENCE: (not related to a Report to the Cultural Committee)

It was moved and seconded that the Cultural Committee send a letter of apology in response to Mr. Phillip D. Field regarding his credentials with the Vancouver Island Symphony.

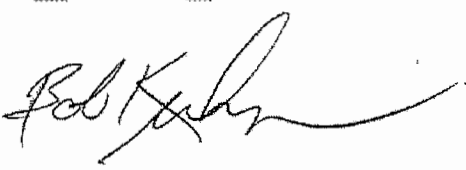
9. ADJOURNMENT:

It was moved and seconded at 4:22 p.m. that the meeting adjourn. The motion carried unanimously.



Fred Pattje
CHAIR
CULTURAL COMMITTEE

CERTIFIED CORRECT:



Bob Kuhn
MANAGER
RECREATION AND CULTURE SERVICES
2013-APR-08
File: A2-11
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APPROVED FOR DISTRIBUTION:



Richard Harding
DIRECTOR
PARKS, RECREATION AND CULTURE



CVI Centre For The Arts – Nanaimo P: 250.754.2264 •

www.Centrefortheartsnanaimo.org

CIBC Nanaimo Arts Centre - 150 Commercial Street, Nanaimo, BC V9R 5G6

Nanaimo Centre Stage – 25 Victoria Road, Nanaimo, BC V9R 4N9 •

www.nanaimocentrestage.org

RECEIVED

APR 24 2013

DEPARTMENT OF
PARKS RECREATION AND CULTURE

April 22, 2013

Councillor Fred Pattje,
Chair,
Cultural Committee,
City of Nanaimo

Re: Nanaimo Centre Stage – Higher Level Service 2013 Operating Grant - \$6,000

CVI Centre for the Arts – Nanaimo (CAN) recently requested a Higher Level Service Operating Grant for 2013 in the amount of \$6,000, to support the operating expenses of the Nanaimo Centre Stage (NCS). We understand that this request is now before you for consideration and a recommendation.

Over the past years, while building up the use of the theatre, we shared the income from 150 Commercial Street and covered the shortfalls. However, since the departure of our major tenant from 150 Commercial Street, we have not had enough cash flow to share with NCS. Furthermore, we have not been able to lease those offices as we await word from the Nanaimo Art Gallery of their plans to occupy that space.

We have never received any contribution for Management from the City, to assist with the operation of the NCS theatre facility, but in all fairness, based on the financial model of the 150 Commercial St. operation, it was not felt that such a subsidy would be needed and was not built into the Plan in 2008. That assumption was incorrect.

The rental rates of the theatre have been kept affordable to the smaller community groups and the users know that they must invest a good bit of 'sweat equity' to keep our expenses down. However, with increasing use it follows that there are increasing costs in hydro, gas, utilities and janitorial. We also attach the Projected Budget for NCS to August 31, 2013, our Fiscal Year-end, for your information.

We ask for your consideration of our request and a positive recommendation to Council.

Sincerely,

Camela Tang,
President,
CVI Centre for the Arts-Nanaimo
Nanaimo Centre Stage

Encl. NCS Projected Budget to August 31, 2013 (Fiscal Year End)

Nanaimo Centre Stage
Operating Account - Operating
Budget Year 2012-2013
with projected totals to fiscal year end August 31, 2013

Nanaimo Centre Stage - Operating Budget 2012/2013					
Revenue	11/12 Budget	11/12 ACTUAL	+/-	12/13 Budget	12/13 Projected Totals
Operating Grant - City	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Grant - Other	\$ -	\$ -	\$ -	\$ -	\$ -
Rent - Building Rent	\$ -	\$ 900.00	\$ 900.00	\$ 3,600.00	\$ 1,200.00
Rent - Theatre Rent	\$ 15,000.00	\$ 14,845.40	\$ (154.60)	\$ 26,000.00	\$ 13,112.00
Resale of Goods - Concession	\$ 5,000.00	\$ 3,751.64	\$ (1,248.36)	\$ 5,600.00	\$ 3,785.00
Contributions Income - Other	\$ -	\$ 300.00	\$ 300.00	\$ -	\$ -
Contributions Income - Other	\$ -	\$ -	\$ -	\$ -	\$ -
In-Kind Donations	\$ -	\$ -	\$ -	\$ -	\$ -
Misc. Income	\$ -	\$ 120.26	\$ 120.26	\$ -	\$ 60.00
Total Revenue	\$ 20,000.00	\$ 19,917.30	\$ (82.70)	\$ 35,200.00	\$ 18,157.00
Expenses	11/12 Budget	11/12 ACTUAL	+/-	12/13 Budget	12/13 Projected Totals
Building Maintenance - Building	\$ 1,500.00	\$ 6,180.96	\$ 4,680.96	\$ 1,500.00	\$ 1,474.00
Building Maintenance - Boiler	\$ -	\$ 400.00	\$ 400.00	\$ 1,500.00	\$ 400.00
Equipment / Tools - Building	\$ -	\$ 311.35	\$ 311.35	\$ 750.00	\$ 148.00
Janitorial - Building	\$ 750.00	\$ 597.50	\$ (152.50)	\$ 1,500.00	\$ 1,131.00
Garbage and Recycling - Building	\$ 500.00	\$ 504.90	\$ 4.90	\$ 1,000.00	\$ 750.00
Electricity - Building	\$ 2,500.00	\$ 2,314.32	\$ (185.68)	\$ 2,500.00	\$ 2,306.00
Gas and Heating - Building	\$ 2,500.00	\$ 5,751.88	\$ 3,251.88	\$ 7,100.00	\$ 6,776.00
Water and Sewer - Building	\$ 2,500.00	\$ 3,859.18	\$ 1,359.18	\$ 4,000.00	\$ 3,000.00
Telephone - Building	\$ 600.00	\$ 908.26	\$ 308.26	\$ 900.00	\$ 900.00
Internet - Building	\$ -	\$ 169.75	\$ 169.75	\$ 900.00	\$ 360.00
Insurance - Building	\$ 750.00	\$ 750.00	\$ -	\$ 750.00	\$ 750.00
Building Promotion	\$ 100.00	\$ 19.15	\$ (80.85)	\$ 100.00	\$ 100.00
Concession Supplies	\$ 2,000.00	\$ 1,129.10	\$ (870.90)	\$ 1,000.00	\$ 680.00
Office Expenses - Building	\$ 250.00	\$ 145.00	\$ (105.00)	\$ 200.00	\$ 165.00
SOCAN Licences and fees	\$ -	\$ 200.23	\$ 200.23	\$ -	\$ 82.00
Sponsorship Drive expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Bank Charges	\$ -	\$ 89.38	\$ 89.38	\$ -	\$ 17.00
Building Management Fees	\$ 4,075.36	\$ 6,021.76	\$ 1,946.40	\$ 11,500.00	\$ 6,218.00
Total Operating Expenses	\$ 18,025.36	\$ 29,352.72	\$ 11,327.36	\$ 35,200.00	\$ 25,257.00
Annual Surplus/(Deficit)	11/12 Budget	11/12 Projected TOTAL	+/-	12/13 Budget	12/13 Projected Totals
Total Revenue	\$ 20,000.00	\$ 19,917.30	\$ (82.70)	\$ 35,200.00	\$ 18,157.00
Less Total Oper Expenses	\$ 18,025.36	\$ 29,352.72	\$ 11,327.36	\$ 35,200.00	\$ 25,257.00
Net Surplus/(Deficit)	\$ 1,974.64	\$ (9,435.42)		\$ -	\$ (7,100.00)



2012-2013 Season Events Summary

Fall 2012

- Sept 7; Top Men Concert; Ghosts vs. Robots
- Sept 21; Manly Media; Friends of the Nanaimo River Documentary
- Sept 22; DJ All Good; Dance Party; Fundraiser for NCS and In Other Words Theatre.
- September 28-October 7; Western Edge; Moonbound!
- October 26; Naughty & Spice; Hallowe'en Burlesque Show
- October 27; House of Indigo; Steampunk Hallowe'en Dance
- October 31; Haunted House; NCS Fundraiser
- October 28-December 1; Schmooze Productions; Sweeney Todd
- December 14-15; Kismet Theatre Company; Academy Production
- December 22; George Block/CHLY; Experimental Noise Concert

RECURRING

- Every Tuesday in September; Schmooze Acting Classes
- Every Tuesday in October; Improv Nights

Spring 2013

- January 5-6; Schmooze Productions; Auditions
- January 7; Canadian Obesity Network; Dr. Sharma Show
- January 13; Nanaimo Cinema Society; Film Jam
- January 16; Nanaimo Cinema Society; Script Session
- January 31; Young Professionals of Nanaimo; Quarterly Connect
- February 2-3; Steve Adamson/Harbour City Music – Drumming Festival
- February 4&5; Aspengrove School; Drama Recital
- February 6-9 & 15-17; Western Edge; Hosanna
- March 1&2; Eliza Gardiner & Bonnie Catterson; V-Day (Any One of Us)
- March 15; Holden Southward; Knights of Camelot Medieval Rock Concert
- March 20-23 & 29-31; Western Edge Productions; Mainstage TBA
- March 22; Nanaimo Conservatory of Music; Spring Break Music Camp
- March 18-24; Schmooze Productions; Spring Break Acting Workshop BASEMENT
- April 5; Dane Letourneau; Gold & Shadow Music Concert
- April 6; Naughty & Spice Burlesque; Spring Show
- April 11-May 11; Schmooze Productions; Mainstage, Spring Awakening
- May 17; Bill Miner; Radio After Dark Play
- May 18; Sebastian Kayne; All Ages Music Concert



2012-2013 Season Events Summary

Spring 2013 cont...

- May 25: Jeff Monson; Film Premiere & Block Party
- May 31 and June 1; Van Isle Throwdown; All Ages Music Concert
- June 5; Harbour City Music; Drum Recital
- June 15; SEL Conference Services; Connect V.I. Conference
- June 20; AIDS Vancouver Island (Nanaimo Pride Week); Documentary Screening
- June 21-22; Kismet Theatre Academy Spring Showcase
- July 4-7; Crimson Coast Dance
- August 14-25; Crimson Coast Dance

RECURRING

- Every Sunday from January-June; Hub City Cinema Society Meetings
- Every Friday from January-June; Spotlight Theatre Academy Classes
- Every Tuesday in January; Schmooze Acting Classes
- Every Tuesday in February; Schmooze Improv Nights
- Every Tuesday in April; Schmooze Acting Classes
- Every Tuesday in May; Schmooze Improv Nights



Nanaimo Arts Council
Nanaimo North Town Centre
#259 - 4750 Rutherford Road
Nanaimo, BC V9T 4K6
250-729-3947
www.nanaimoartscouncil.ca
admin@nanaimoartscouncil.ca

March 26, 2013

Mayor & Council
City of Nanaimo
455 Wallace Street
Nanaimo, BC V9R 5J6

Mayor & Council:

On behalf of the Nanaimo Arts Council I would like to thank you for making Cultural Vitality one of the four Pillars of Sustainability in the most recent Corporate City Plan and for undertaking the recent planning process to create a Cultural Plan for the City of Nanaimo. Our members were excited to participate in this process. We also understand that the new Tourism Strategic Plan recognizes the value of arts and culture in attracting people to the Nanaimo area.

After forty-six years of supporting all of the arts disciplines in the Nanaimo area, The Nanaimo Arts Council is currently examining our mission in order to undertake long term planning reflecting the current economic and social situation. We are excited to be able to link our planning to a holistic, all-encompassing community plan in order to avoid duplication of services and to best serve the community's arts and cultural needs.

We look forward to the unveiling of the City of Nanaimo's Cultural Plan this fall.

Yours truly,

John Collison-Baker
President

cc: Nanaimo Cultural Commission
Bob Kuhn, Manager, Recreation & Culture Services



Nanaimo Blues Society

P.O. Box 306, Nanaimo, BC V9R 5L3

www.nanaimoblues.com · info@nanaimoblues.com

Diana Johnstone, Chair
Parks, Recreation and Culture Commission
500 Bowen Road
Nanaimo, BC V9R 1Z7

Dear Ms. Johnstone,

The Nanaimo Blues Society would like to sincerely thank the Parks, Recreation and Culture Commission for the recent approval and funding of \$7,570.00. Without the continued support of the City of Nanaimo in supporting the Arts in Nanaimo, the Summertime Blues would not be occurring. It is the continued leadership of the commission that has the wisdom and foresight to ensure that the citizens of Nanaimo are culturally blessed.

Our plans are coming along very well and we have our lineup ready to be announced shortly. We are an excited and enthusiastic board committed to "Bringing the Blues to Nanaimo". August 23rd-25th in Maffeo Sutton Park will be a blast. I hope that you have the opportunity to come on down and enjoy the venue.

Please browse our website for up to date information. We are in the process of a dedicated website for Summertime Blues 2013 and it should be live shortly.

Thank you once again for your continued support.

Personal regards,

Gerold Haukenfrers, President
Nanaimo Blues Society

CC: Suzanne Samborski
Bob Kuhn