

NOTES
REGULAR CULTURAL COMMITTEE MEETING
HELD IN THE BOWEN PARK COMPLEX CONFERENCE ROOM
WEDNESDAY, 2009-OCT-07, COMMENCING AT 4:20 P.M.

PRESENT: Eveline O'Rourke, Chair

Members: Commissioner Fred Pattje
Commissioner Lynda Avis
Ms. Lynne Fraser
Ms. Joanne Husband
Ms. George McGladrey
Ms. Gerda Hofman
Mr. Simon Schachner

Regrets: Commissioner Diana Johnstone

Staff: B. Kuhn M. Goddard, recording

1. CALL THE OPEN MEETING TO ORDER:

The Regular Meeting of the Cultural Committee was called to order at 4:20 p.m.

2. INTRODUCTION OF LATE ITEMS:

3. ADOPTION OF AGENDA:

The Chair advised there would be one additional Item on the Agenda as item 9.(b) Nanaimo Cultural Strategy 2008 – Priorities.

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

4. ADOPTION OF MEETING NOTES:

(a) Meeting Notes of the Regular Cultural Committee Meeting held Wednesday, 2009-JUL-08, at 4:15 p.m., in the Bowen Park Complex Conference Room.

It was moved and seconded that the Meeting Notes be adopted as circulated. The motion carried unanimously.

5. DELEGATIONS: (None)

6. COMMISSION REPORT:

(a) *Deferred to next meeting of the Cultural Committee*

7. REPORTS OF PROJECT COMMITTEES:

(a) Cultural Award Committee.

- (i) Review possible dates for nominations.

Staff advised the deadline for submissions was 2009-OCT-02 and the review package will be put together for the Cultural Award Committee nominations. Staff clarified that those nominated last year will remain on the list. Tentative date of Wednesday, 2009-OCT-14, at 2:00 p.m., set. Staff to notify Commissioner Diana Johnstone and book a room.

It was moved and seconded that the Cultural Award Committee meet on Wednesday, 2009-OCT-14, at 2:00 p.m., to review nominations. The motion carried unanimously.

(b) Art in Public Places Project Committee.

Staff provided an update, advising that the Art in Public Places draft has been received from the consultant, but requires some minor "tweaking" from meetings that have been held and should be finalized later this month. It will be presented to the Cultural Capital of Canada Committee, then the Cultural Committee, and then to the Parks, Recreation and Culture Commission. This process will take until the New Year for final approval. As the Cultural Capital Year project ended 2009-MAR-31, this portion is now a City project. It will contain suggestions for general recommended areas as to where art may go, but not specific locations, along with the City's philosophy of public art and the procedures and guidelines to bring a project to fruition. The best practices from across the country, as well as internationally, have been incorporated into the new plan.

Councillor Pattje thanked staff for the presentation to Council 2009-OCT-05, together with the Chair, Nanaimo Cultural Capital Organizing Committee. He also referenced an interesting email from Diana Brennan providing some good examples of public art in European cities, depicting graffiti artists' train renderings.

(c) Cultural Forum Project Committee. Lynne Fraser reviewed the "Report to the Cultural Committee" dated 2009-SEP-05.

Although 2008 was well planned and orchestrated, it was cancelled due to lack of interest. The Committee has met and will need to go back to stakeholders soon to determine what they envision, prior to proceeding to plan for 2010. The Committee suggested that a brief survey of approximately half a dozen questions be conducted to get feedback from Cultural groups regarding topics and format for the 2010 forum. Staff will put together the survey questions so the Committee can determine the needs of Cultural organizations.

Staff will develop a draft survey and bring it back to the November Committee meeting.

It was moved and seconded that the Report be received. The motion carried unanimously.

8. STAFF REPORTS: (None.)

9. INFORMATION ONLY ITEMS (staff reports):

(a) Nanaimo Cultural Strategy 2008 (Distribution of Bound Document).

The Chair provided a verbal report, advising that the Nanaimo Cultural Strategy has been reviewed many times, however as this item was not on the 2009-JUL-08 agenda, the position of Manager of Arts & Culture Development was not requested as part of the Parks, Recreation and Culture budget. At the Parks, Recreation and Culture Commission meeting of 2009-JUL-22 Commission Lance moved that a Higher Service Level Request be added for a full-time staff position of "Manager for Arts and Cultural Development". The motion carried. This staff position request has been included in the Strategy (page 11) (It had been inadvertently left out when the document was reformatted.)

(b) Nanaimo Cultural Strategy 2008 Priorities.

Staff requested that priorities be set for the Nanaimo Cultural Strategy 2008.

The Committee reviewed the Strategy in order to set priorities. Many are ongoing and already being done, and those should continue.

Marketing (page 16).

Staff advised that the Cultural Resources Inventory and Information Service is ongoing, but the information has not been updated for a couple of years and really should begin immediately, however this would require extra staffing time. It could be marketed better, but updates would be required first.

Staff to look into alternatives for updating, such as a business student partnership or a volunteer from the Arts Council.

Staff advised that the other marketing actions are ongoing, and will confirm that the Community Media Guide is kept current.

Economic Development (page 19).

Staff advised that the first Action item under the first goal "to conduct an economic impact study" would require a consultant, and as there is no money in the budget, this would need to be a 2011 budget item. It was confirmed that this item is closely related to Cultural Tourism.

In response to a question from Simon Schachner regarding the need for this, staff indicated it is hard to measure festivals where people do not register, as

opposed to a sport tournament, where they do register. Council would need to be convinced this is a good investment. Lynne Fraser indicated that it would be useful for Arts and Culture groups to use for leveraging funding for other levels of government.

Staff suggested putting forward as a 2011 budget item.

Cultural Tourism (page 17).

Staff advised that the "Community Events Resource Manual" requires regular updating. Staff agreed we could go ahead and combine with equipment, as suggested by George McGladrey, so there is one document containing support information for community events.

The Committee questioned whether Action number #7 to develop a cultural map could that be combined on page 18. Staff indicated this is different. It is essentially putting Nanaimo's Cultural Resources on a map to indicate where they are located and concentrated. It is a valuable tool in the cultural planning process. There is a useful cultural mapping tool kit available to develop a map. This would need to be done in conjunction with the City IT Department staff.

Staff confirmed that the last item under Cultural Tourism is ongoing.

It was moved and seconded that the Information Only Items be received. The motion carried unanimously.

It was moved and seconded that the Committee proceed with:

- Marketing action item 2 "Maintain a Cultural Resources Inventory and Information Service, updated regularly with information on all cultural organizations and facilities available online and in printed form";
- Marketing action item 3 "Maintain a current 'Community Media Guide' online and in print form";
- Cultural Tourism action item 4 "Provide support by the way of logistics, equipment (Community Event Equipment Loan / Rental Program), administration, and information support to event and festival organizers (The City and Tourism Nanaimo)"; and,
- Cultural Tourism action item 5 "Update and maintain a 'Community Events Resource Manual' online and in print form" as Priorities set for immediate action.

The motion carried unanimously.

10. CORRESPONDENCE: (Action) (None)

CORRESPONDENCE: (Information)

- (a) Letter dated 2009-SEP-17 from Mr. Michael Wright, Arts Alive, and P.O. Box 2085, Station A, Nanaimo, BC, V9R 6X5, to the Cultural Committee, regarding the Arts Alive Summer School 2009, and thanking the City of Nanaimo for their support.

- (b) Letter dated 2009-SEP-18 from Ms. Bobbi Kurtz, Director, and Ms. Wendy L. Langevin, Development Associate, Vancouver Island International Children's Festival, P.O. Box 197, Nanaimo, BC, V9R 5K9, regarding the 10th Annual Children's Festival and thanking the City of Nanaimo for investing in the Vancouver Island International Children's Festival.

It was moved and seconded that the Correspondence be received. The motion carried unanimously.

11. NOTICE OF MOTION:

12. CONSIDERATION OF OTHER BUSINESS:

- (a) Review of Draft Arts, Cultural and Festival Event Guidelines and Application for funding document

Staff highlighted the new Grant Program which combines arts and cultural events and festivals. Staff reviewed the revisions to the draft "Arts, Cultural and Festival Events Grant Guidelines and Application for Funding" document, with festivals now added into the Arts and Cultural Event Grant Application. This was done as there was a lot of confusion as to where to apply. Festivals did not fit well with sport tournaments and this change keeps all arts and cultural events in one category. The criteria is similar with minor wording changes such as "festival". The forms are basically the same. There is now a separate Sport Tournament grant application.

The Committee reviewed the Guidelines. Staff clarified that not all festivals are arts and cultural, for example, the Dragon Boat Festival. The Committee was concerned that the language of the second bullet under Eligibility Criteria is too restrictive so staff suggested a softening of the second bullet from "must showcase local arts and cultural talent" to "if appropriate the event should consider . . .". The Committee agreed.

Staff confirmed that events do not need to be held in City of Nanaimo facilities, but must be held within the City boundaries.

George McGladrey suggested that "cultural" be put in front of "sport heritage and/or celebration" to address the concern of not including baseball, football events, and/or to include a specific reference on the front page in parenthesis to refer to applying for that Sport Tournament Grant.

The general consensus was that this change to the grant guidelines is good. Staff will make these minor changes to the wording in the document.

It was moved and seconded that the draft "Arts, Cultural and Festival Events Grant Guidelines and Application for Funding" document be approved as amended. The motion carried unanimously.

- (b) Schedule of meetings to review the Cultural Operating Grant Applications, and, the Arts, Cultural and Festival Event Grant Applications.

Staff advised that the deadline for applications is 2009-NOV-01, after which date staff will prepare the material for the review meeting. The material should be ready to be picked up on 2009-NOV-06.

The Committee considered and suggested dates for the review of the Cultural Operating Grant Applications and the Arts, Cultural and Festival Events Grant Applications. A third date will only be required depending on the number of interviews.

Members who are unable to make the meeting can e-mail their recommendations.

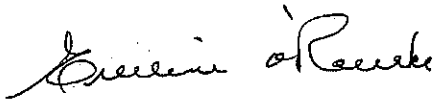
It was moved and seconded that meeting dates of Thursday, 2009-NOV-19; Monday, 2009-NOV-23; and if required, Thursday, 2009-NOV-26, be set to review the Cultural Operating Grant Applications, and, the Arts, Cultural and Festival Events Grant Applications. The motion carried unanimously.

13. UNFINISHED BUSINESS: (None)

14. QUESTION PERIOD: (None)

15. ADJOURNMENT:

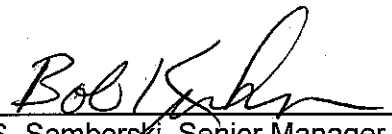
It was moved and seconded at 5:15 p.m. that the meeting adjourn, with the next Meeting of the Cultural Committee to be held Wednesday, 2009-NOV-04, commencing at 4:15 p.m. in the Bowen Park Complex Conference Room. The motion carried unanimously.




Eveline O'Rourke, Chair
Cultural Committee

CERTIFIED CORRECT:

APPROVED FOR DISTRIBUTION:

per 
S. Samborski, Senior Manager
Recreation and Culture Services


Richard Harding, Director
Parks, Recreation and Culture