

AGENDA FOR THE CULTURAL COMMITTEE MEETING TO BE HELD IN  
BOWEN PARK CONFERENCE ROOM, ON WEDNESDAY,  
2008-JUL-02 COMMENCING AT 4:00 P.M.

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1. **CALL THE REGULAR CULTURAL COMMITTEE MEETING TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MEETING NOTES:**
  - (a) Notes of the Regular Cultural Committee Meeting held Wednesday, 2008-MAY-07 at 4:00 p.m. in Bowen Park Complex.
5. **DELEGATIONS: (10 MINUTES)**
  - (a) Mr. Brent Meunier, Project Leader, and Kim Beerman, Summer Student with Parks, Recreation and Culture, speaking to the Nanaimo Cultural Capital "Community Plan for Public Art". C11 – C16
6. **CHAIR'S REPORT:**
  - (a) Report on the Parks, Recreation and Culture Commission Meetings held 2008-MAY-28 and 2008-JUN-25 in the Bowen Park Conference Room.
7. **REPORTS OF ADVISORY BODIES:**
  - (a) Art in Public Places Project Committee - Harbourfront Plaza Public Art / Port Theatre Marquee.
  - (b) Cultural Strategy Review Project Committee.
  - (c) Cultural Awards Presentations Project Committee.
8. **STAFF REPORTS:**
  - (a) Cultural Capital of Canada – Bob Kuhn.
  - (b) E.J. Hughes Mural – Bob Kuhn.

- (c) Art In The Park – Bob Kuhn.

9. **INFORMATION ONLY ITEMS** (Staff reports):

10. **CORRESPONDENCE:** (Information)

- (a) Nanaimo Arts Council Financial Report from Odette Laramée, C17 – C20  
Manager

11. **NOTICE OF MOTION:**

12. **OTHER BUSINESS:**

- (a) Public Art Discussion.

13. **UNFINISHED BUSINESS:**

- (a) Cultural Workshops/Forum 2008.
- (b) Cultural Grant Criteria Review for 2009 Cultural Fund Grants and  
Arts and Cultural Event Grants.

14. **QUESTION PERIOD:**

15. **ADJOURNMENT:**

/her  
2008



## Nanaimo Arts Council

May 13, 2008



City of Nanaimo  
Parks, Recreation and Culture Commission  
Arts and Culture Committee

Dear Arts and Culture committee members,

Please receive the attached Quarterly Status Report as requested re: 2008 Cultural Operating Grant Funding.

Sincerely,



Odette Laramée  
Manager

Nanaimo Arts Council  
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C17

**Quarterly Status Report to the City of Nanaimo Cultural Committee - Re: Cultural Operating Grant 2008**

**Submitted by the Nanaimo Arts Council [NAC] for the 1<sup>st</sup> Quarter 2008**

**A. Narrative:**

On January 14<sup>th</sup>, 2008 the NAC hired Odette Laramée as their full time Manager. In April we employed a part-time bookkeeper.

Program projects and events completed this quarter:

- 1) Winter Showcase
- 2) Short Film Festival 2008 (includes event funding from the City of Nanaimo – report submitted)
- 3) Feature Show - Mike Merriman
- 4) Sweetheart Lunch / Group and Organization Members
- 5) Young People's Showcase
- 6) Student Bursary Awards selection
- 7) Spring Showcase
- 8) Short Fiction Contest.

While maintaining active programming we have been working very hard to develop and maintain local partnerships and to foster new programs. To date, these include:

- 1) an Associate Member project with the Downtown Nanaimo Partnership - Ambassador Program,
- 2) outreach to our groups members through a call for proposals by BC150, entitled 'Key of Three',
- 3) arrangements with the City of Nanaimo to host Art in the Park 2008,
- 4) new partnership with the Lighthouse Bistro for on-going seasonal shows and receptions,
- 5) new partnership with the Port Theatre for bi-annual shows,
- 6) planning stages for the launch of 'Poem on a Page' and Intercultural poetry event,
- 7) the development of a monthly speaker/workshop series entitled 'Creative Currents'.

**B. Financial:** (summary attached)

Should you require more information please contact Odette Laramée (Manager)  
Telephone: 250-729-3947 Email: [admin@nanaimoartscouncil.ca](mailto:admin@nanaimoartscouncil.ca)

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NANAIMO ARTS COUNCIL - FINANCIAL SUMMARY City Operating Grant First Quarter Status Report to March 31, 2008  
Fiscal Period Jun 1, 2007 to Mar 31, 2008

**REVENUE**

GRANTS	Gaming (Bingo Affiliation)	11,250
	Gaming (Direct Access)	14,000
	BC Arts Council (Provincial)	19,306
	City of Nanaimo (Operating 2007 - June 1 to Dec 31)	6,262
	City of Nanaimo (Operating 2008 First Quarter)	2,088
	City of Nanaimo (Events VISFF)	1,550
	City of Nanaimo (Art in the Park 2007)	3,500
	Assembly of BC Arts Councils	250
EARNED	Gallery Sales	14,169
	Programs/Projects (Entry Fees)	6,600
	Programs/Projects (Ticket Sales)	5,355
	Other (Sweetheart Lunch)	540
MEMBERSHIP	NAC Memberships	3,428
DONATIONS	Sponsors	3,446
	In kind (receiptable)	
	In kind (percentage of gallery rent)	53,000
TOTAL REVENUE		144,744

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NANAIMO ARTS COUNCIL - FINANCIAL SUMMARY City Operating Grant First Quarter Status Report to March 31, 2008  
Fiscal Period June 1, 2007 to May 31, 2008

**EXPENSES**

PROGRAMS	Events	15,426
	Awards	3,950
	Judges	350
	** Bursaries	4,000
	Other (Sweetheart Lunch)	540
ARTIST PAYOUTS	Percentage of Gallery Sales Paid to Artists	7,656
STAFF COSTS	Salary (Manager)	22,757
	Wage (Bookkeeper)	2,400
CONFERENCES/TRAINING	Board Workshop	89
	Mileage	
FACILITIES	Facility Costs (NAC % of Gallery Rent)	1,976
	Storage	908
OPERATIONS	Utilities	3,118
	Tel/fax/internet	3,667
	Photocopier	1,753
	Other Renovating/Cleaning (POC)	533
	Other Merchant supplies	178
	Canadian Tire	175
ADVERTISING/PUBLIC RELATIONS	Mktng/Advertising	3,847
	NAC Membership dues	171
	PR/Vol (SL,VL,Nsltr)	673
	Adventure Books	220
ADMINISTRATION	Insurance	471
	Bank charges (includes credit card charges)	482
	Accounting fees	
	Filing fees (Min of Fin)	120
	AGM	136
OTHER	Gallery Rent Contributed In Kind	51024
	PST (Accrued)	634
<b>TOTAL EXPENSES</b>		<b>127,254</b>

\*\* bursary allocations to be accrued to June 31st \$4000.00

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