

10th Annual General Meeting of Members
Saturday, October 3, 2015, Delta Grand Hotel, Okanagan, BC
9:15 – 11:15am

Minutes

Members in attendance – Allen Ball, Robert Eggleston, Sean Ferguson, Jason Frizzell, Ann-Barbara Graff, Edward Jurkowski, Alison McQueen, Elspeth Pratt, Denise Roy, Lisa Roy, Richard Sigurdson, Gordon Smith, Vladimir Spicanovic, Rae Staseson, Susan Stewart, Wisdom Tettey, Arja Vainio-Mattila, Hans Vanderleest

- **Call to Order at 9:15am** – Vladimir Spicanovic called the meeting to order at 9:14 am.
- **Appointment of Recording Secretary 9:15-9:20**
 - Vladimir introduced Shauna Oddleifson and suggested she be chosen as the official recording secretary for the 2015 AGM.

Motion to appoint Shauna Oddleifson as recording secretary for the meeting: moved by Vladimir Spicanovic, seconded by Denise Roy. All in favour, motion carried.

- **Agenda 9:20-9:25**
 - Additions and Approval
 - Susan Stewart noted 7 motions to approve at the meeting
 - Vladimir noted the vacancies on the committee and thanked outgoing members Hans Vanderleest, Susan Stewart and Wisdom Tettey.

Motion to approve the agenda and additions: Moved by Gordon Smith, seconded by Sean. All in favour, motion carried.

- **Approval of Minutes 9:25-9:30**
 - Approval of Minutes from 2014 AGM held on Saturday October 18, 2014
 - Corrections:
 - Under CAFAD board of directors, Denise Roy's term was extended to 2017 not 2015. (pg. 5, #10)
 - Under regrets, Ann-Barbara Graff's title should just say Dean, and Art History and Critical Studies should be removed. (pg 2)

Motion to approve the minutes from the 2014 AGM as amended: Moved by Edward Jurkowski, seconded by Denise Roy. 11 in favour, 6 abstentions. Motion carried.

- **Motion to Approve Executive Committee Decisions**

Vladimir briefly outlined the decisions taken by the Executive committee during the past year:

 - The Executive has approved that non-members of CAFAD are now able to post jobs to the CAFAD job portal on the web site with a \$50 fee. It was noted that this as a good way to expand the network and to generate some additional revenue. It was clarified that they

jobs need to be related to the field. Vladimir asked members that if they are approached by someone who wants to post a job, to refer them to the CAFAD web site.

- The Executive has agreed to support CAFAD involvement with Art Tracks 150. Vladimir noted the appreciation of members' interest in Art Tracks 150.

Motion to approve all decisions approvals and actions taken by the Executive committee on behalf of CAFAD since the 2014 AGM: Moved by Sean Ferguson, seconded by Jason Frizzell. All in favour, motion carried.

- **Chair's Report – Vladimir Spicanovic 9:35-9:45**
 - Vladimir began his report by thanking everyone for attending the conference. Vladimir mentioned that the past year has been great working with the executive of the board and noted that they meet once a month via teleconference to discuss business at hand and leadership issues to be brought to the annual retreat, or any other decisions to bring to the AGM.
 - Vladimir noted some significant actions that were taken over the past year.
 - Bylaws were established last year. The Executive will be undertaking a review of these bylaws in the coming months to address some issues and clarify some of the language.
 - CAFAD is now officially registered as non profit and became incorporated.
 - Membership has increased from 43 to 44.
 - It was noted that this conference has had higher attendance than previous conferences.
 - A teleseminar was hosted on indigenizing curriculum. Vladimir noted that there will be the opportunity to hold more teleseminars in the upcoming year and that will help to keep connections happening throughout the year.
 - CAFAD published four newsletters this year that are shared via the web site. Vladimir encouraged people to submit items to be included in the upcoming issues. It was noted that the Dean may not be the best person to send the link to the newsletter to, and it was suggested that people inform Megram who is the best person to send the link to so it will get forwarded to the appropriate person.
- **Treasurer's Report – Hans vanderLeest 9:45-9:55**
 - Review of Current Statements
 - Balance Sheet –
 - It was noted that the fiscal year is the calendar year and the balance sheet is as of the end of August.
 - Hans noted that there are no anomalies to report with the balance sheet, there is money in the accounts, and reserve funding has been set aside as required.
 - Income statement points of discussion:
 - Vladimir noted that the financial statements are reviewed at the monthly executive meetings to ensure everything is on track.
 - It was noted that they income statement is showing conference fees that were paid up to the end of August, but that more fees came in September.
 - The expenses do not reflect what will be paid out for the conference budget as the hosting institution covers all costs then CAFAD will reimburse.
 - It was noted that Megram is acting as the management company for CAFAD; they deal with receiving of fees and paying bills etc. CAFAD pays a yearly fee for this service.
 - The income statement shows the editorial costs for the newsletter under Special Projects; however Hans noted that this should be moved to a

separate line. Money is set aside in case BOD decides to undertake a project. CAFAD had drifted away from making the newsletter, and as this was re-introduced this year, the cost was put in special projects.

- The amount for teleseminars shows as 0 since the costs have not yet been put through for the one teleseminar that was held; it will show on the September balance sheet. It was noted that there was budget set aside to host three per year; however, there has only been one so far.

Motion to accept the financial statements to the end of August as presented: Moved by Hans Vanderleest, seconded by Susan Stewart. All in favour, motion carried.

- 2016 Budget points of discussion:
 - Change in bank charges and liability were noted (I missed what exactly was noted)
 - The teleseminar cost was a bit more than budgeted.
 - Administrative expenses have gone up.
 - Special projects still include the cost of editing the newsletter.
 -

Motion to approve the 2016 draft budget as presented: Moved by Hans Vanderleest, seconded by Gordon Smith. All in favour, motion carried.

- Appointment of Financial Review Committee
 - Elspeth Pratt and Edward Jurkowski took on this role last year; Megram prepared the financial statements for review, and they worked independently.
 - Edward noted that there was more paperwork than anticipated to go through and it took a couple of days to review.
 - It was noted that the financial review committee is to be comprised of two members that are not on the BOD.
 - Jason Frizzel volunteered for the committee and it was decided that the board can put out a call to the entire membership to get a second volunteer.
 - Hans recommended that for the future nominations should be put forward for this role.
- Hans's term as treasurer for the board is now complete. Hans noted that Megram prepares all of the financial statements for the treasure to review, this position does not take care of the accounting, and it is not an onerous task. This position is appointed by the board of directors.
- **Nomination Committee Report – Susan Stewart 9:45-10:15**
 - Vladimir thanked everyone on the current BOD for their work over the past year and acknowledged Catherine's leadership and her guidance as Vladimir moved into this role.
 - Wisdom also thanked Gordon Smith for stepping in as chair while Vladimir was on leave.
 - Wisdom is resigning from the Board of Directors as he has changed positions at UBC Okanagan and is no longer the Dean of the Faculty of Creative and Critical Studies.
 - Susan noted some amendments to the report:
 - Nomination of chair will be for 1 year instead of 3. This is not clearly stated in bylaws and will be reviewed.
 - Change nominations from three vacancies to four;
 - Denise asked for some clarification on discussion from the 2014-15 meeting of the requirement electing members to the BOD to represent certain areas. Vladimir noted that we are not moving away from that; we do want geographical representation. The Executive will review the bylaws to ensure that there is some language to include this issue and suggested that this could be a point of discussion to develop framework that would include this information on representation for the next teleconference with the BOD.

- **Introduction and motion to appoint 2015-2016 Slate of Officers 10:15-10:45**
 - Susan asked for nominations from the floor
 - Nominations put forward before the AMG: Edward Jurkowski, Ann-Barbara Graff, and Gage Averill. Susan asked for nominations from the floor, Vladimir Spicanovic was nominated. There were no additional nominations.

Motion to cease nominations: Moved by Sean Ferguson, seconded by Gordon Smith. All in favour, motion carried

- Vladimir declared the appointment of Edward Jurkowski, Ann-Barbara Graff, Gage Averill and Vladimir by acclamation.

Motion to accept the nomination of Vladimir Spicanovic as the chair for 1 year term 2015-16: Moved by Susan Stewart, seconded by Ann-Barbara Graff. No discussion. All in favour, motion carried.

- **Elections** – Ballots distributed and counted
 - No ballots were distributed
- **Discussion Items: 10:45-11:00**
 - Vladimir noted that the conference has provided a good amount of information on how we can move forward, and what we should concentrate on. The model of this year's conference sets a great benchmark for future conferences.

ICFAD/CAFAD conference 2017

- There was some discussion about ICFAD approaching CAFAD to collaborate on a conference for 2017. Vladimir will be talking to their executive director to find out what their expectations are. It was noted that they have only approached CAFAD to see the level of interest; there is no talk of merging. They are interested in ensuring that their group is truly international, and are interested in finding out what happens in Canada.
- Points of discussion and suggestions:
 - Some committee members expressed concerns with partnering as they do not want to lose what the CAFAD conference is about. The ICFAD conference is done at a way bigger scale, and the organizing committee would need to ensure that the important issues to this group are still part of the conference.
 - Hans noted that the international conference is more expensive; they run 2 days of meetings before the conference. He noted that there would be some overlap, but they would still do their workshops and we would still have our meeting; members could still attend just our part if they wanted, and we would preserve what we do.
 - Rae Staseson noted that she has had colleagues that have attended the international conference, and did not feel that it was beneficial, the exchanges were very different. She noted that this conference is productive, and collaborating with them would change this.
 - It was noted that some members have mentioned that they feel the need to connect with a larger group. This collaboration could be beneficial.
 - It was noted that a conference of this scope would be a lot of work to set up, but it was clarified that ICFAD is not asking CAFAD to set up the conference but rather to partner or collaborate on certain aspects of each conference. CAFAD could still maintain the programming that we want.
 - ICFAD traditionally hosts their conference at a larger conference centres, not at universities, so it was suggested that it could be held in the same city, and offer some joint sessions that could be valuable for everyone.

- Gordon noted that as this is being talked about for 2017, and they do not yet have a location CAFAD should have a backup plan – this would be for 2017? They are still looking for a location; maybe we should have back up plan in case this doesn't happen. There were suggestions of NASCAD or Regina.
 - Bruce and Denise noted that there have been discussions to partner with the Banff Centre—they could be engaged in programming side of the conference as they have expertise in this area.
- Vladimir concluded the conversation but noted the concerns from the members. Vladimir will follow up with ICFAD and report back to the Executive. It was noted that with big conferences, they are much more assertive in that they have larger pool of resources, and can see some benefit to engage the wider network.

ArtTracks150

- Points of discussion, project timelines and planning
 - Vladimir will send out the common guidelines principals and asked for a list of the lead faculty member at each institution and a sense of what curriculum will look like. There was some discussion about the process and institutions having to putting in the effort to put together proposals without knowing if they will be included. Vladimir clarified that it is best for each institution to note what they can offer as they know their capabilities.
 - Vladimir noted that the names of the curators will be announced around the end of October. The recommendations are being approved through their board. Once the curators are in place and we know what each institution will bring to the table an MOU can be finalized so that there are clear expectations and institutions know what they are committing to.
 - There was some discussion about the plan for institutions that want to participate—what are the timeframes and at what point should people know if they are in or not? If the original idea was to have ten institutions participate, what mechanisms are in place if there is more interest? Vladimir noted that the initial budget was prepared with the intention of having ten institutions participate, but if the interest expands beyond that, they will have to re-look at that to decide what the manageable capacity is. There were some concerns noted about the messaging of this being a national project but with only 10 institutions participating. Vladimir noted that the idea is not to exclude anyone, but the project itself may not allow for too many institutions to be involved.
 - There were some suggestions about different levels of participation:
 - If a course is offered at one institution, perhaps students from other institutions can take it.
 - Jason noted that college students may not have the level of maturity to manage something of this scope, but perhaps smaller institutions can participate at other levels; maybe they want to use some part of the curriculum.
 - Perhaps there are different roles that institutions can play in terms of what they provide for students

2016 CAFAD Conference at OCAD U

- Vladimir asked members to think about the issues and topics for next year's conference to be held at OCAD U.
- As Art Tracks 150 is developing, committee members would like to see organizers come to the conference for a panel
- Denise suggested striking a programming committee to assist in the planning as this is a good way to generate ideas.
- Vladimir noted a conference in Montreal that was co-hosted by a few institutions and will investigate the idea of collaborating with other universities in Toronto. It could work well to have panels or tours at the different institutions.

- **Other Business**

- There was some discussion on community based assessment and striking a task force.
 - Members felt that this is an important conversation to keep going after this conference.
 - There was a suggestion that the task force could meet throughout the year and present a panel at next year's conference.
 - It was suggested that since all of the budget is not being spent on teleseminars, some of this budget could go towards support for this task force to undertake research
 - It was decided that since Bruce Barton has an interest in this area, he would meet with the Executive to discuss the terms of the task force and shape what they would do, and report back to the membership and possibly people from outside of CAFAD to gather interest in being part of it.

- **Adjournment**

Motion to adjourn the 2015 CAFAD AGM at 11:13 am: Moved by Ann Barbara Graff, seconded by Jason Frizzell All in favour, motion carried.