

CARFAC Alberta
2022 Annual General Meeting Minutes

Location: Online on Zoom
Date: SUNDAY October 2 at 2:00pm on Zoom
Register: between 1:15pm – 1:55pm (join early to socialize and get to know CARFAC Alberta members)...
Time: 2:00pm – 3:00pm
Chair: Candace Makowichuk (president)

The AGM is open to all. Only CARFAC Alberta members in good standing can vote at the AGM .

1. Quorum Assessment
Board: Candace Makowichuk, Danielle Siemens, Umair Mehmood, Jennifer Rae Forsyth, Marilene Oliver, Verna Vogel, Emily Jan, Manar Abo Touk and Ed Bader. regrets: George Lessard, Ann Mansolino and Audra Schoblocher.
Members: Chris W. Carson, Bushra Chattha, Tara Vahab, Sharon Moore-Foster, Patrick Close, Danyon Reeves, Todd Janes, Agnieszka Matejko and Patricia Ashley.

Call to Order at 2:04pm
2. Welcome (land acknowledgement) and Introduction of 2021 / 2022 Board
3. **Motion to approve Agenda: Patrick Close, seconded by Jennifer Rae Forsyth.**
All in Favour.
4. **Motion to approve AGM Minutes from October 7th, 2021: Jennifer Rae Forsyth, seconded by Ed Bader.**
All in Favour.
5. REPORTS
 - a. President's Report (Candace Makowichuk)

This will be my last report as the President of CARFAC Alberta. It truly has been an amazing past four years. A huge thank you to all the board, staff, volunteers and members involved with CARFAC Alberta. Without the commitment, dedication and involvement by everyone we could not have accomplished what we have done!

As I was going through my CARFAC folder I am amazed at everything we have done as a board to support visual artists in Alberta and strengthen the organization over the past four years. From our Best Practices Documents, assisting the ARC's in Calgary with the Arts Commons issue, to policies and procedures, terms of references, establishing metrics for monitoring our activities, re-structuring the Executive Committee and committees in general, strategic planning, financial matters, the annual Foote Awards, planning sessions, and overall board governance.

As always it is sad to see board members go, but I completely appreciate all the time and effort those that are leaving have done. The time they have given to CARFAC is commendable and I wish them all the best in their future endeavours.

I wish to thank all the new board members joining us! I am looking forward to what the future holds for the organization under the direction of the new President. CARFAC has become a very dynamic organization and will be able to continue to offer our services to our members, visual artists and all people in the visual arts sector for now and into the future. As mentioned at a previous board meeting I am willing to stay on as Past President to assist with the transition of a new President and for board recruitment and succession planning.

We have been very fortunate to have a very engaged, energetic and vibrant board which assists in so many ways on moving the organization forward. Our board committees are very active and productive and have made huge strides in all areas of operations and governance. I truly wish everyone all the best.

b. Treasurer's Report (Umais Mehmood) report & financial statement

The March 31, 2022 year-end Review Engagement has been completed by Kingston Ross Pasnak LLP Chartered Professional Accountants.

Review Engagement Opinion: Considered a limited assurance engagement, a review engagement is one level of assurance below a full audit engagement. This level of assurance is required in order to comply with the financial reporting requirements of our grant agreements.

Our external accountants have issued a clean opinion on our year-end financial statements, indicating that, upon the work prepared over our financial statements, there is nothing that causes them to believe that our financial statements do not present fairly the financial position of CARFAC Alberta.

Income Statement:

Revenue:

Provincial Grant funding:

- decreased from \$85,818 in 2021 to \$81,125 in 2022

Municipal Grant funding:

- Edmonton Arts Council Operating Grant remained at \$20,000 for the last two years, but due to timing (receipt of the grant money), \$30,000 was recognized in 2021 leaving \$10,000 to be recognized in 2022.
- \$11,062 of the Edmonton Arts Council Mentorship Grant deferred from 2021 was spent in 2022

Grants – Other:

- While \$12,400 was received for the purpose of purchasing Computers, printers, and IT equipment in 2021, no other grants received in FY 2022.

Community Revenue:

- No Casino funds were received in 2022. Of the \$25,122 deferred from 2021, \$19,035 was spent in 2022 in accordance with the allowable expenses in the grant agreement. The lack of funding received in 2021 & 2022 is a direct result of the COVID-19 pandemic impact

Overall Revenue: The revenues have decreased significantly compared to previous year. The impact is partially netted off by \$30,097 recognized into revenue pertains to grants deferred from the prior year and a portion of the operating grant revenue for 2022-23.

Expenditures:

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- Overall, expenses are comparable to the prior year, with the largest difference being the reduction in programming expenses, as significantly less events were held and the resulting reduction in travel and artist fees were incurred.

Statement of Changes in Net Assets:

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- The Statement of Changes in Net Assets outlines the balances held in each fund. This year's changes pertain to the deficit of \$17,780 from the General Fund being netted off by interest income of \$3,507.
- Transfer from AFA Reserve: By way of a Resolution from the Board of Directors, the interest surplus of \$133 pertaining to fiscal 2022 has been transferred to the unrestricted funds.

Statement of Financial Position:

- **Assets:** The most significant changes in assets pertain to the decrease of cash from the decreased grant funding received in the year. The GIC matured during the year, and reinvested, therefore we see a change in the presentation from current to Long-term.
- **Liabilities:** Overall, Accounts payable has decreased as a result of decreased expenses in the year and the timing of payment of those expenses. The other major change represents a decrease in the deferred contributions, as casino funds and mentorship funds deferred from 2021 were used in 2022

Statement of Cash Flows:

- Overall, there is a decrease in cash in the year. This is mainly because of the decrease in funding that was received, as we can see there was a total of \$153,924 in 2021 and \$116,790 in 2022.
- **Fiscal 2021:** In 2021, the sources of funding in cash were as follows:
 - o AFA Provincial Arts Service Organizations Grant: \$85,818
 - o Edmonton Arts Council Operating Grant: \$20,000 for 2021 and \$10,000 for 2022
 - o IT & Computer equipment grant: \$12,400
 - o The remaining \$25,706 was received from membership revenue, donations, and program revenue
- **Fiscal 2022:** In 2022, the sources of funding in cash were as follows:
 - o AFA Provincial Arts Service Organizations Grant: \$81,126
 - o Edmonton Arts Council Operating Grant: \$nil as 10,000 for 2022 was already received in 2021.
 - o The remaining \$35,664 was received from membership revenue, donations, and program revenue

Motion to approve Financial Statement as presented: Ed Bader, seconded by Todd Janes. All in Favour.

- c. CARFAC Report (Jennifer Rae Forsyth)

Advocacy

CARFAC National has maintained a strong advocacy role over the past year.

Following the cancellation of the Canada Recovery Benefit, CARFAC National called for [a permanent CERB-like program](#) for self-employed and gig workers, through a submission to Employment and Social Development Canada's consultation process, and in last year's pre-budget submission.

In March 2022, we gave a presentation to the Canadian Heritage committee in their review of the *Impact of the Status of the Artist Act on the Working Conditions of Artists*. In April we presented to the Senate on [Bill S-208](#) *An Act respecting the Declaration on the Essential Role of Artists and Creative Expression in Canada*.

The ongoing work of championing an Artist's Resale Right (ARR) led to a [commitment from the Liberals](#) to amend the *Copyright Act* to include an ARR. Last fall it was listed as a priority in the Mandate Letters of [Minister Rodriguez](#) and [Minister Champagne](#). This was a key point of discussion for CARFAC National at the [National Culture Summit](#) in Ottawa this past May. CARFAC and RAAV have met with the Federal Government about ARR with the support of a government relations firm. The Federal Government plans to include the ARR in its upcoming consultations on copyright. CARFAC National is also currently working on a campaign that includes artists as champions and spokespeople for ARR. Many news articles have been circulating on this issue.

Resources

Last summer, CARFAC National introduced [Image Bank](#) digital licensing service, developed by Copyright Visual Arts (COVA-DAAV). This new tool allows galleries, publishers, and other companies to search for art made by some of Copyright Visual Arts' affiliated artists, and to get quick and easy digital licenses for its use.

We have continued work with Prescient Innovations to build our new platform, [Imprimo](#). This platform uses documented storytelling to organize and present artworks, demonstrate ownership, track provenance, make connections within the arts community, and create opportunities for discovery. The platform was piloted over the winter, and it has been available to the public since March. We are currently building new features for subscribers to share their work with different audiences, and opportunities for galleries and museums to use Imprimo to share and promote art.

In February we released a resource for navigating [Indigenous Protocols](#) for the visual arts community. This resource has been circulated widely and has had a positive reception from those who have used and shared it.

Workshops and Presentations

Over the year we offered presentations on CARFAC resources and tools and resources relevant to stakeholders. This included resources to help artists with tax filing, information sessions on Indigenous Protocols, Workshops on Image Bank, several information sessions about Imprimo and its features, and a new workshop series for artists and organizations have been presented over the spring and summer.

Staffing Changes

There have been some recent staff changes at CARFAC National

Renuka Bauri has resigned from her position as Communications and Advocacy Director to accept a communications position within the ministry of Innovation, Science and Economic Development.

Shelby Millwater is now Communications Director (formerly Artist Services Director). She will be taking on communications tasks as well as continuing to process Certificate of Canadian Origin and IAA card orders.

Larissa Desrosiers is our new Program Director. Larissa joined CARFAC as the Workshop Manager for the Indigenous Protocols in the Visual Arts workshop series. While she will continue to present them on an ongoing basis, she is also available to answer many of the questions we get from the arts community about the programs and services we offer.

d. Other Committee Reports: Leadership Committee

Formerly known as the Human Resources Committee, the Leadership Committee is responsible for Human Resources at CARFAC Alberta as well as matters related to equity, diversity, inclusion and accessibility (EDIA). In 2022, the Committee's members included Manar Abo Touk, Emily Jan, Lisa Matthias, Danielle Siemens and Chris W. Carson.

Over the past year, the Committee has been busy working on a number of initiatives:

- Review and rewrite all of all job descriptions for consistency. This was done in collaboration with employees who commented on their current job descriptions and provided feedback on employee benefits.
- The Board approved the addition of Heritage Day (the first Monday in August) as an official paid holiday.
- All employees will now receive a CARFAC National membership after their initial 3-month probationary period.
- The Committee is currently working with a MacEwan student to conduct a 3-part survey that will launch in the Fall.

The aims are to understand:

- o What is known (and which services and products are used) about CARFAC Alberta currently by members and stakeholders
- o What members and stakeholders would like to see at CARFAC Alberta (re-imagining the organization)
- o Who are members and stakeholders are and what skills they possess and may be able to share
- Under the leadership of Chris, the committee worked together to prepare a grant application to Calgary Arts Development's Organization Recovery Fund to fund EDIA initiatives. This included a written application and a 30-minute presentation by Chris, Manar and Lisa. Our application was successful and we were awarded \$25,000. These funds will be used to work with one or more consultants in Alberta to do an audit of CARFAC Alberta's policies, written materials (Best Practices, BECOMING: A Visual Artist, etc.), communications and programming with an EDIA lens as well as to run staff and board training related to EDIA. The Committee is currently working on a Call for Tender to complete the first part of this project sometime between January 1 and March 31, 2023.

Submitted by Danielle Siemens

d. Other Committee Reports: Engagement Committee

The engagement committee is composed of: Chris W. Carson Ed Bader, George Lessard, Manar AboTouk, Audra Schoblocher, Ann Mansolino and Verna Vogel.

What the Engagement Committee does + Goals of the Engagement Committee:

This committee: CARFAC Alberta educates how artists and artwork is valued and rights are respected.

- Oversees the strategic direction of the Project Space
- Engages with the membership
- Oversees member recruitment campaigns
- Participates in programing as needed to support staff

Strategic Goals over 3 years:

1. Member Diversity targeted at new members

The committee stressed the importance of having a social component for members to get to know each other. There was discussion about having some "Art Out" events where members could join in different parts of Alberta to make art, possibly with a show and tell after or some sort of critique. The mentoring of community groups was mentioned as another way to diversify our membership – by talking with and sharing information with community groups, some will join.

2. Creating Virtual outreach opportunities

A new Zoom outreach program where people from across Alberta can join to paint and talk for an hour over the lunch hour was implemented as an experiment. In 2021-22 we have run six sessions

3. Increased communications through postcard campaign, social media and web presence

The committee suggested getting a paid intern with knowledge of communications to develop new more current communications strategies. We require a communications expert to help us move forward with new strategies. It was suggested that a post-secondary communications class might use CARFAC Alberta Communications as a real world example in their class, giving us new ideas to explore. (This idea will be reexamined this fall).

4. Develop a membership campaign

Graduating students should get the pitch. Packages should be sent to every Art Club in Alberta. The use of Public Service announcements was suggested – perhaps we could get a promotional video made pro bono that we can use.

5. Develop policies for activating the Project Space with opportunities for members and

possible internships. The importance of paid internships or the use of government student programs was suggested to get more activity in the Project Space. As this year we had two Visual Art student interns from the UofA, perhaps we may want to consider a communications, I.T., curatorial, or accounting intern next. (As CARFAC Alberta is considering a move in late 2022 or 2023, we may not have a project space, so will develop these programs in other ways).

6. Completes educational campaigns that support the work of the sector

The committee suggested that we piggyback off campaigns from CARFAC National or develop regional campaigns with other CARFAC affiliates.

7. Educates marginalized artists

8. Provides learning that helps artist professionalize their careers

Ann Mansolino outlined the project BECOMING: a visual artist that will be finished in fall 2022 and how this three-year project provides necessary information for marginalized artists and for all artists to professionalize their careers. During the last year, the BECOMING: a Visual Artist committee was composed of Ann Mansolino, Agnieszka Matejko, Sydney Lancaster, Portia Priegert, Audrey Gamponia, Sharon Moore-Foster and Chris W. Carson. The committee stressed the importance of getting this information out to groups of marginalized artists. Chris W. Carson indicated that postcards would be produced in three languages other than English to direct new immigrant artists to this digital document. (The postcards will be distributed in October 2022 and BECOMING: a visual artist will launch toward the end of October or early in November 2022).

Submitted by Chris W. Carson

d. Other Committee Reports: Sustainability Committee

The sustainability committee is composed of: Jennifer Rae Forsyth, Verna Vogel, Marilene Oliver, Ed Bader, Alan Aburto and Chris W. Carson.

The three goals tasked the Sustainability Committee: Financial Stability, Development of a Performance Based Culture and Diversification of Revenue Streams.

It was noted that our revenue for 2021- 22 would be down over \$20,000 from the past five years due to COVID-19 delay of our casino by 12 months (a casino scheduled for the third quarter of 2021 will take place on August 31st, September 1st, 2022).

To understand how to grow and diversify revenue streams, a 5 year Fund Development Plan that outlines all possible money streams (operational grants, project grants, membership revenue, program revenue, donations, social enterprise, etc) was implemented.

For new projects to be evaluated, a Project Charter will be filled out. The Project Charter lists the name of the project, timeline, project statement and how it relates to our mission and vision statement, key objectives of the project, key stakeholders, milestones, scope, resources, impact analysis, approaches, risks, budget, and how the project will be evaluated.

Submitted by Chris W. Carson

d. Other Committee Reports: Executive Committee

Advocacy Strategy Sub Committee

Members of the Advocacy Sub Committee are Candace Makowichuk, Jennifer Rae Forsyth and Chris W. Carson

The goals of this committee are to: Supports Provincial and National initiatives that further the art Profession; works on initiatives that support the work of CARFAC National and other affiliates; CARFAC Alberta advocates for Artist at the Provincial and municipal levels; and Creates awareness of the arts and of the importance of the Visual Arts in Alberta through social media campaigns and events.

GOALS OF COMMITTEE:

1. Development of 4 questions that can be asked of political parties at election time and modified for other purposes (pre-budget recommendations etc.). Question that focus on recent Status of Artist legislation and how it will be implemented or improved on in the future, questions that ask how the arts will be funded. Questions will provide a context and ask for a real answer. (These questions will be reviewed before the Alberta Provincial Election in 2023)
2. Development of Talking Point for Board Members. (to be developed based on past prototypes).
3. Improving the Code of Conduct of both Board Members and Staff to have everyone sign on an annual basis that they support the initiatives and policies of CARFAC National and CARFAC Alberta.
4. Development of 3 sessions for later in the year on the Alberta Best Practices after 2 years. We will have in-person stakeholder meetings in both Calgary and Edmonton and perhaps one online session that asks for feedback, and future initiatives. (This is scheduled for winter – spring 2023)
5. Webinar on Indigenous Protocols is required in 2022 (this may be offered by CARFAC National or we may ask for someone to provide a webinar for CARFAC Alberta (will be scheduled for late October or November 2022)
6. Professionalizing the arts sector through a grant that helps us develop policies and procedures surrounding EDIA. (We have started working on a one year plus EDIA project with a \$25,000 grant from Calgary Arts Development).

Submitted by Chris W. Carson

d. Other Committee Reports: Relocation Committee

**CARFAC Alberta
Relocation Committee**

Relocation Committee's members are Chris W. Carson, Audra Schoblocher, George Lessard and Candace Makowichuk. This committee was formed since Harcourt House's lease was scheduled to end on November 30th, 2022 this lease has been renewed to November 30, 2023 so Harcourt House can raise the money to purchase the building from the Government of Alberta.

The Relocation Committee's role is to evaluate potential locations for our office and possibly a small project space. To date, enquiries and feelers have gone out in the community of Edmonton for possible locations. The Orange Hub and the Percy Page Centre have been visited to view potential spaces. The Orange Hub (suite 106) falls within our budget (about \$500 per year for 900 square feet of space. The space would need improvements to occupy and it is situated in a secondary hallway on the bottom floor of the Orange Hub. It does not have any windows.

The Percy Page Building offered us two spaces (lease is currently \$1.00 per year). One split space is 600 square feet with one open concept office of about 300 square feet for two – three desks, and a 300 square foot space with an entrance for a desk and a small room that could be a project space for artistic experiments. The second space is 900 square foot open concept space. Both spaces would have a storage locker in the basement for important document storage. A second viewing of the Percy Page Centre is scheduled for October 6th with all the Edmonton based CARFAC Alberta staff.

Submitted by Chris W. Carson

e. Executive Director's Report (Chris W. Carson)

CARFAC Alberta
Executive Director's Report
AGM October 02, 2022

I became Executive Director in August 2010. In the past twelve years, CARFAC Alberta continues to change and mature as a non-profit organization. In our 2021 -24 Strategic Plan, an organizational chart identified key strategic goals, what will be done, how will we know if successful, what result we want to see and when will it be completed. We are just over half way through our three-year plan, so now is a good time to reflect on our initial goals and what we have to do during the next year. Reports from the Leadership, Sustainability, Engagement, Executive and Relocation committee preceded this report and discussed goals and how we are accomplishing them.

In this report, I will discuss the operations of CARFAC Alberta – focusing on the main highlights of the past year, our successes along with and some of our struggles.

In the spring of 2022, CARFAC Alberta reopened to the public and the Edmonton staff are working over 2/3 of our time in our office and project space. We have been programming exhibitions in our project space and getting some people to visit us in-person. Since April, we have had three exhibitions in our project space. From March to the end of May, artWORK / netWORK featured the work of seven post-secondary art students. In June and July, we had a show and sale called "Celebrate Summer" from the Artists' Association of Beaumont. In August to the beginning of October, we are experimenting (a small fundraiser for CARFAC Alberta) what happens to the work in an artist's estates once an artist passes (Dale Smith died over five years ago, the exhibition and fundraiser Dale Smith: Coda - Life as Seen and Experienced is attempting to find what value artwork retains).

Programming in the CARFAC Alberta Project Space is just a small program offered by CARFAC Alberta. We are a working office where members of the public can learn about the arts sector, where artists can learn more about how to professionalize their practice and where everyone learns more about the importance of the visual arts sector.

Our online offerings of Wednesday Webinars in partnership with CARFAC Saskatchewan (9 per year), Saturday Zoom Engagement Sessions (18 -20 per year with half the sessions being professional development with paid presenters, and half are discussions between artists for networking, socializing and the opportunity to learn from others) are continuing to teach artists how to thrive as a visual artist. As the sessions are online, we have had artists join from Arizona, Newfoundland and many other locations in Canada and throughout North America. Many non-members are joining to learn about art as a career and about CARFAC Alberta. In August, CARFAC Alberta did some in-person programming in both Edmonton and Calgary. While COVID may be over in the mind of the government, clients have not yet returned in pre-COVID numbers to in-person events. As a provincial organization, CARFAC Alberta role is to serve the entire province. We can do this better through online programming.

In terms of revenue for the past year, we are down from the last five years due mostly to a delayed casino caused by COVID. Our membership is just over 300 (this is down from a pre COVID high of 370). We maintained our Edmonton Arts Council grant at \$20,000. We are received three year funding from the AFA at \$81,126 per year (5% less than the last three years allotment). We just had our delayed casino on August 31 and September 1 – we will know how much community revenue was generated from this casino in about six weeks. We have held two small fundraisers in the past year. We have received a \$25,000 project grant from Calgary Arts Development to start an EDIA project.

The last year has been a time of instability in terms of our rented office space in Edmonton. While we know that a one-year lease extension has been granted, CARFAC Alberta is actively searching for a more permanent space. In many ways, a new office space will allow CARFAC Alberta to transform in new ways.

In the last year, CARFAC Alberta had two paid interns from the University of Alberta Visual Arts program (courtesy of Marilene Oliver). Samantha Mcleod completed a “Did You Know” campaign that we are using on the website, social media and in the newsletter. Samantha learned about CARFAC Alberta during her three months with us last fall and developed images that can teach others about Alberta’s Best Practices for Craft, Media and Visual Arts.

From January to April, CARFAC Alberta had Audrey Gamponia working for us as a paid intern. She worked on BECOMING: a visual artist during her internship, and CARFAC Alberta hired her on contract to design the 140 page digital document along with some teaser postcards written in different languages. With the help of Audrey Gamponia, BECOMING: a visual artists (a three year project to produce a digital document that will give information on how to begin to think about a career in the arts. The digital document relates stories of real artists in our community and the thinking they use to take control of their art career and to thrive as artists) will be launched during the next month.

To some extent, our major accomplishment during the last year was on BECOMING: a visual artist (a \$30,000 project grant from the Edmonton Arts Council financed this project). During the upcoming year, we will be continuing with our regular work and starting an EDIA (Equity, Diversity, Inclusion and Accessibility) project based on a \$25,000 project grant from Calgary Arts Development.

An organization like ours cannot function without good people that step up. Four Board members have retired since the last AGM. I want to thank Candace Makowichuk for four years as President, Danielle Siemens for four years on the Board and her time as Vice President and head of the Leadership Committee, Alan Aburto for his two years as our Treasurer, and Marilene Oliver for her two years on the Board. I continue to learn from the good people that volunteer for the CARFAC Alberta. I wish to recognize the excellent and loyal staff (Sharon Moore Foster, Danyon Reeves, and Tara Vahab) the three people working with me are the people that have made CARFAC Alberta a vital organization.

CARFAC Alberta is a small provincial arts service organization in terms of budget (under \$200,000 annual revenue and expenditures) but we have a much larger footprint than our budget might indicate. We are able to do major things with

little money because we have learned to adapt quickly and we have learned to understand the limitations imposed by our capacity (less than two full time positions shared by four part time employees). We cannot do everything, so we must decide what is the most important goals for the year and how best to fulfill our mandate. The ability to adapt and to recognize our capacity have been exceedingly important in this past year.

In summary, we were able to grow and change in this past year. As an organization, we advocate for visual artists through our alliances with other organizations. We are working with APAC (Alberta Partnership of Art & Culture), a coalition of Provincial Arts Service Organizations and Cultural Services Associations in Alberta, to provide input and advice on the sector to the government. We are members of the Edmonton Arts Council and Harcourt House. We work with CARFAC National and all the CARFAC Affiliates across Canada. We partner with the Edmonton Community Foundation and the Edmonton Arts Council to award the Eldon and Anne Foote Edmonton Visual Arts Prize, to recognize the talents of a greater Edmonton visual artist every year. In June 2022, \$6000 was awarded to Dwayne Martineau and prizes of \$3000 went to Tammy Saltz and Elsa Robinson.

This is also a time of renewal – today we will welcome a new President, a new Treasurer and two new Board members. As always, we invite your active membership and participation in our programs, and in the future of CARFAC Alberta. If you are a current member – thank you for your support! If you know of other artists who should be members, tell them about us, and what we do – do your part and convince them to join. The greater our Alberta based membership is the stronger a provincial and national voice we have.

submitted by Chris W. Carson

6. **Motion to accept all reports as presented: Ed Bader, seconded by Agnieszka Matejko.
All in Favour.**

7. 2022 / 2023 CARFAC Alberta Board Slate of Nominees (by acclamation)

- Todd Janes: 1st 2 year term
- Lisa Matthias: 1st 2 year term
- Umair Mehmood: 1st 2 year term
- Toyin Oladele: 1st 2 year term
- Ed Bader: 2nd 2 year term
- Audra Schoblocher: 2nd 2 year term
- Verna Vogel: 2nd 2 year term

8. Introduction of New Board (Board Members with one year remaining: Ann Mansolino, Jennifer Rae Forsyth, Manar Abo Touk, Emily Jan, and George Lessard. Thank you to retiring Board Members Candace Makowichuk, Danielle Siemens, Alan Aburto, and Marilene Oliver.

9. **Motion to Adjourn: Ed Bader at 3:09pm.**

Recording Secretary: Chris W. Carson for Ann Mansolino.