



# Edmonton Pride Festival Society

## AGENDA and MINUTES

### Board of Directors Meeting

### January 14, 2019

**LOCATION:** 10437 83 Ave NW

**TIME:** 6:30 PM - 8:30 PM

**CHAIR(S):** Susan Oliver

**MINUTES TAKEN BY:** Dana Marsh

**MINUTES APPROVED:** February 11, 2019

#	Item	Presenter	Minutes
1	Call to Order	Chair	Meeting called to order at 6:36pm
2	Attendance	Secretary	<p><b>EPFS BOARD</b> Ashvin Singh (via phone), Boyd Whiskeyjack, Clayton Hitchcock, Dana Marsh, David Friedland, Kay Donaldson, Susan Oliver</p> <p><b>REGRETS</b> Scott Steele</p> <p><b>STAFF</b> Kevin Green</p>
3	Agenda	Chair	<p><b>1. Additions to the Agenda</b></p> <p><b>2. Approval of the Agenda</b></p> <p style="padding-left: 20px;"><i>a. David moves to approve the agenda. Clayton seconds. Motion passes unanimously.</i></p>
4	Consent Agenda	Chair	<p><b>1. Approval of the Minutes from prior Board Meetings:</b></p> <p style="padding-left: 20px;">a. Minutes from Dec 10 meeting</p> <p><b>2. Reminders:</b></p> <p style="padding-left: 20px;">a. Submission of each director's monthly hours</p> <p style="padding-left: 20px;">b. Committee memberships</p> <p style="padding-left: 20px;">c. Board motion tracker</p>

			<p><b>3. Reports</b></p> <ul style="list-style-type: none"> <li>a. Email motion from November 26: <ul style="list-style-type: none"> <li>i. <i>Dana moves that we offer a contract role to Todd Heron as interim Executive Director until June 30, 2019, pending contract negotiations. Clayton seconds. A subsidiary motion is made to table the vote.</i></li> </ul> </li> <li>b. Email motion from December 6: <ul style="list-style-type: none"> <li>i. <i>Clayton moves that we table the vote on the motion currently before the board until December 15th 2018, to allow a contract to be drafted and an additional candidate to be interviewed before proceeding with a decision. Dana seconds. Motion passes.</i></li> </ul> </li> <li>c. Email motion from January 11: <ul style="list-style-type: none"> <li>i. <i>Clayton moves that the registration fee funding offered by Fierté Canada Pride to EPFS be awarded to Kay Donaldson to attend the FCP conference this year to speak on our community engagement process as well as ongoing relations with policing entities in Edmonton. Susan seconds. Motion passes with two abstentions.</i></li> </ul> </li> <li>d. Email motion from January 11: <ul style="list-style-type: none"> <li>i. <i>David moves that the Edmonton Pride Festival Society provide \$300.00 as a reimbursement to Kay Donaldson on their trip to represent the EPFS at the Fierté Canada Pride Conference in Ottawa (Feb 7-10). These funds will go to recovering some of the monies spent for flights and accommodation. Kay will represent the society by attending the conference, delivering remarks at various sessions, and will be presenting on community engagement as well. Clayton seconds. Motion passes with two abstentions.</i></li> </ul> </li> <li>e. Report on January 3rd Executive Committee meeting</li> </ul> <p><b>4. Approval of consent agenda</b></p> <ul style="list-style-type: none"> <li>a. <i>David moves to approve the consent agenda. Kay seconds. Motion passes unanimously.</i></li> </ul>
5	Vision & Mission Statements	Chair	<p style="text-align: center;"><b>LAND ACKNOWLEDGEMENT</b></p> <p><i>We acknowledge that we are gathered here on Treaty 6 territory, the traditional meeting grounds and home for First Nations and Metis people.</i></p>

			<p style="text-align: center;"><b>VISION</b></p> <p style="text-align: center;"><i>A world proud of its LGBTQ2S+ communities.</i></p> <p style="text-align: center;"><b>MISSION</b></p> <p style="text-align: center;"><i>The Edmonton Pride Festival Society unifies, educates, and celebrates the gender and sexual diversity within our Capital region through a sustainable annual festival and year-round community outreach.</i></p>
6	Old Business	Chair	<p><b>1. PARKING LOT / ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>a. Kay to email Board when Communication Plan updates are complete.</li> <li>b. Kay to prepare social media announcement about staffing and contact changes.</li> <li>c. David will draft a letter to stakeholders re: staffing updates and one of the Co-Chairs will send out.</li> <li>d. Kay to recommend updates to Community Engagement Committee Terms of Reference.</li> <li>e. Kay to update Officer Description document for the new position of Community Engagement Officer, which will then come to the Board for approval.</li> <li>f. Susan to confirm date for anti-oppression training.</li> <li>g. Board to review Police Act documents on Google Drive and pass on questions/recommendations to Kay.</li> </ul> <p><b>2. Community Engagement Update (Kay)</b></p> <ul style="list-style-type: none"> <li>a. Met with committee on January 12. Updates to the Terms of References will be recommended shortly. Recommendations on how to update the community (via social media) will be shared with the Board. Timeline discussions have begun.</li> </ul> <p><b>3. Update on Police Act Review (Kay)</b></p> <ul style="list-style-type: none"> <li>a. Next meeting is January 15.</li> </ul> <p><b>4. Update on Parade Application (Clayton)</b></p> <ul style="list-style-type: none"> <li>a. Parade Selection Criteria Committee Report <ul style="list-style-type: none"> <li>i. Boyd moves to accept the Terms of Reference for the Parade Selection Criteria Committee as presented in their report. Kay seconds. Motion passes unanimously.</li> <li>ii. Original changes to the form and criteria included costing changes which would have required a Board vote. This was removed making a Board vote for changes unnecessary. Form changes have been made and the form is live on our website.</li> </ul> </li> <li>b. This year the Parade Committee will meet in the first week of February, first week of March, and first</li> </ul>

			<p>week of April to consider the applications submitted in the month prior. This is an attempt to spread out the workload of the selection committee rather than having one long meeting. It will also assist with invoicing and cash flow.</p> <p>c. <u>ACTION ITEM</u>: David to update rubrik and share with Board for approval</p> <p><b>5. Update on Interim Staffing</b> (Clay/Susan)</p> <p>a. Job Responsibilities</p> <p>i. Kay moves that we approve a wage of \$27/hour retroactive to December 1, 2018, and a \$80 phone allowance per month. Clayton seconds. Motion passes with one abstention.</p> <p>ii. <u>ACTION ITEM</u>: Clayton &amp; Susan to update contract details and confirm wording of contract terms by Jan 23.</p> <p>b. Sponsorship role</p> <p>i. Susan has drafted a contract for an interim role to be responsible for sponsorship.</p> <p>ii. <u>ACTION ITEM</u>: Susan to send proposed contract to Board for approval.</p> <p><b>6. Northlands Update</b> (Susan)</p> <p>a. Clayton moves to proceed with a renewed partnership with Northlands. David seconds. Motion passes.</p> <p>b. <u>ACTION ITEM</u>: Kay to prepare byline response.</p> <p><b>7. Ice on Whyte Update</b> (Susan)</p> <p>a. Pride Night will be occurring on Jan 31.</p>
7	New Business	Chair	<p><b><u>Operational Items:</u></b></p> <p><b>1. Update on Site Logistics</b> (Kevin)</p> <p>a. Verbal update -- written report to be sent.</p> <p><b>2. Update on Grey Cup financials</b> (Susan)</p> <p>a. Draft financial report has been sent to Board. Susan is following up with Grey Cup.</p> <p><b>3. Grand Marshals</b> (Clay)</p> <p>a. General discussion on ideas for Grand Marshals.</p> <p><b>4. Board approval of Theme logo design</b> (Kay)</p> <p>a. <u>ACTION ITEM</u>: Kay will work with graphic designers to update option 3.</p> <p><b>5. Application Response</b> (Susan)</p> <p>a. <u>ACTION ITEM</u>: Kay to promote on social media.</p>

			<p><b>6. BlackFly Samples</b> (Susan)</p> <p><b>7. Outreach Position for Board</b> (David)</p> <p><b>8. Update on Beer Fest</b> (Kay)</p> <p><i>a. Beer Fest will be happening on March 22-23. We are partnering with the Pride Centre for this event.</i></p> <p><b><u>Governance Items</u></b></p> <p><b>9. Action Items</b> (Dana)</p> <p><i>a. General discussion on action item tracking.</i></p> <p><b>10. Governance Committee Membership</b> (Ashvin)</p> <p><i>a. TABLED for next meeting.</i></p>
8	In-Camera	Chair	In-camera at 9:03pm.
9	Adjournment	Chair	Meeting adjourned at 9:43pm.