

Shenkman Arts Centre
Community Leadership Team (formerly Community Consultative Group)
Meeting Notes 12

Thursday, June 7, 2018 | 9:30 a.m.
Ottawa Citizen Dance Studio, Shenkman Arts Centre

CLT Members Present:

Caroline Obeid (Co-Chair), Victoria Steele (Co-Chair), Jasmine Brown, Kathi Langston, Yasmina Proveyer, Julien Levesque, Catherine Priestman, Rosemary Swan, Qamar Masood, Anik Despres (for Caroline Matt), Jeff Stellick (for Mélanie Ouimet-Sarazin), Pierrette Boisvert.

Regrets:

Ravinder Tumber, Luc Ouelette, Mélanie Ouimet-Sarazin, Natasha Mudrinic, Alexis Hebert, Caroline Matt, Robert Warren

Implementation Teams Liaisons:

Connie Cole, Jahn Fawcett, Anne Gutknecht, Jolynn Sommervill, Delores MacAdam, Joëlle Drouin,

Note Taker: Linda Dodd

Legend:

Community Leadership Team – CLT (*formerly Community Consultative Group*)

Implementation Teams (*formerly Program Committees*):

- Governance Team – GT (*formerly Governance and Planning Committee*)
- Marketing and Development Team – MAD (*formerly Communications, Audience Development and Corporate Partnerships Program Committee*)
- Programming and Community Partnerships Team – PCPT (*formerly Programming and Community Partnership Program Committee*)
- Building and Asset Development Team – BAD (*formerly Building and Asset Development Program Committee*)
- Volunteer Engagement Team – VET (*formerly Volunteer Program Committee*)

1. Welcome: Qamar Masood was welcomed to the Committee followed by round table introductions.

2. Official Opening of the Meeting

Caroline officially opened the 12th meeting of the CLT

a. Approval of Minutes

Minutes 11 of April 5, 2018, approved as presented.

b. Approval of Agenda

Agenda 12 of June 7, 2018, approved as presented.

c. Other Business: It was noted that we are now composting and June 27 is the first pick up. Success!

3. Words from the Co-Chairs

Victoria explained how the teams function for those who are new members.

Caroline thanked CP Business Solutions for sponsoring the Shenkman Arts Centre Kiosk. Catherine was asked to present the newly designed Kiosk. Will be used at the Cumberland Farmers Market and Navan Fair this summer with our volunteers representing the Centre.

4. Review Year 3 Accomplishments

Presentation of the Shenkman Arts Centre Year 3 accomplishments highlighting what has been completed and is in progress (Year 3 September 2017 – June 2018). Final annual report to be written for distribution in the Fall.

5. Review Action Plan for 2018-2020

Thank you to all the Implementation Teams for bringing forward 3 action items to be completed by 2020.

In reviewing the objectives of the strategic plan there are a few items that do not look like they will be addressed by 2020. There was agreement on deferring the following items:

- *1.1 Strengthen existing and develop new partnerships.* This is happening more organically attached to projects rather than with specific actions.
- *2.3 Enhance programming accessibility for people with special needs.* Not much is coming forward on this item. Hoping for more discussion.
- *4.4 Define opportunities for corporate sponsorships to improve resident’s access to programming.* A few agreements are in place, however there is not a comprehensive strategy to address this. Focus is on reaching \$5M for ARTicipate.
- *5.6 Assess the capacity and cost of improving Harold Shenkman Hall seating capacity and flexibility.* The BADT is working on a proposal for a 250-seat configuration, however a plan for an expansion to a 750-seat hall is deferred.

Success in 2020

The proposed action items were reviewed (see attached) and agreed upon. Agreement not to lose sight of some of the ongoing activities that have become part of base operations now.

Next steps is to prepare workplans for each item to ensure the needed resources and support are available. Support required includes:

| HR | Funding |
|---|--|
| <ul style="list-style-type: none"> • 10 year anniversary • Marketing plan | <ul style="list-style-type: none"> • 10 year anniversary • Marketing • Signage, flags • Artist-in-residence artist fees • Strategic plan for 2020-2025 • Equity and diversity training |

Determined need an ad hoc committee for the 10th anniversary. Caroline to convene a meeting.

Concern was raised about marketing support for the Centre. People still do not know the building is here. Operational challenges have impacted delivery for the past several years. Marketing Plan to be developed for the Centre, but uncertain how to achieve this. Next steps to complete a marketing plan to be presented at October meeting. Potential to consider external vendors to complete it as a sponsorship, or apply for a grant to complete it. Delores will inquire about options.

Will have a new Councillor for Orléans in 2019. Caroline and Victoria need to bring them up to speed on the Centre and strategic priorities.

5. Next Meetings:

Thursdays at 9:30 a.m.

- October 4, 2018
- Jan 24, 2019
- April 4, 2019
- June 6, 2019
- SAC 10th Anniversary – June 15, 2019

6. Adjournment

The meeting was adjourned at 11:30 A.M.