

## SUMMERLAND COMMUNITY ARTS COUNCIL ANNUAL GENERAL MEETING DOCUMENTS

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# Summerland Community Arts Council Annual General Meeting February 22, 2020

- 1. Acceptance of agenda
- 2. Acceptance of minutes of the last AGM (see these at end of reports section).
- 3. Annual Reports These will not be read aloud in their entirety. Questions are welcome.
  - a) President
  - b) Treasurer
    - a. Appointment of Accountant
  - c) Art Gallery
  - d) Banners
  - e) Building
  - f) Culture Days
  - g) Education
  - h) Fall Fair
  - i) Friday Night Live
  - j) Gift Shop
  - k) Grants and Fundraising
  - I) Library
  - m) Light Up the Arts (Season's Sparkles)
  - n) Management Agreement
  - o) Marketing
  - p) Membership and Volunteer
  - q) Music (Wednesdays) in the Park
  - r) Stash Bash
  - s) Strategic Directions
  - t) Summer Arts Program
  - u) Summerland Cultural Coalition
  - v) Spring Fashion Show
  - w) Arts Palette
  - x) Coming Events
- 4. Special Motions to change Bylaws:

#### CHANGE:

#### **"5) MEETINGS**

- i) There shall be an Annual General Meeting of the council within sixty (60) days of fiscal year end. The Annual General Meeting shall meet at the call of the president. Members must be advised of the meeting not less than fourteen (14) days before the date of the meeting. "
- TO: There shall be an Annual General Meeting during the course of the fiscal year. The Annual General Meeting shall meet at the call of the president.

Members must be advised of the meeting not less than fourteen (14) days before the date of the meeting.

#### CHANGE:

- "3) FINANCES
- b) Banking
- ii. Four members of the executive shall have signing authority. Any two of them must sign each cheque or other place where signatures representing the council or board are required. "

To: "Motion: Four members of the Board, one of whom must be the Treasurer, shall be our signing authorities.

- 5. Election of board members
  - Introduction of new board members
- 6. Appreciation for outgoing board members
- 7. Adjournment
- 8. Refreshments



## President's Report - Betty Ann Xenis

I would like to thank all the members of the Summerland Arts Council Board of 2019 – 2020. What a truly creative and cooperative group of people. We have stepped forth in trying new initiatives and refining old programs and events. Thank you all for your willingness and encouragement. I would particularly like to thank the other two board members who are finishing their four terms: Jean Evanishen and Peter Hay, a couple of exceptionally intelligent and dedicated members. I also would like to acknowledge the work of Bonnie Nesbitt, who bravely stepped up to the challenge of taking over as treasurer this year. She is also stepping down. I'd also like to thank Jan Schumacher for her contributions to the Membership and Volunteer committees. Although she is stepping down, Jan will complete the Volunteer Orientation Booklet. A special mention must go to Sonja Waller, our Administrator, who truly is the centre of all our work, who always goes the extra mile with a smile on her face. Thank you, Sonja.

In these reports, you can see the Arts Council's activity in 2019: our events, our programs and our fundraising. Our vision is "a Summerland vibrant with art and culture".

In addition to this, we have been spent considerable time and energy on important tasks "below the surface of the water" (think iceberg). You will see further on information on the Building Renovations and a Management Agreement. These task forces are laying the foundation for a robust, self-sustaining Arts Council creating space and opportunity for arts and culture in a vibrant and active building in the future.

This year we embarked on an ambitious strategic planning exercise, led by Brandy Maslowski. We'd like to say a big thank you to Brandy for all her time and expertise. We spent half a day working through where we're at and where we want to be. We have an overall work plan for the Arts Council, and since then committees and tasks forces have been creating work plans for their own areas of responsibility. The overall Strategic Plan is included with our reports and I encourage you to read it to see our plans and goals for the future.

We are reaching out to interact with the community in many ways. The Summerland Cultural Coalition describes one such outreach, but we are involved in another regional arts network which should prove very interesting in the future. I attended one weekend workshop put on by the "South Okanagan Performing Arts Society". Arts leaders from Princeton to Summerland came together in a strategic visioning exercise and the final result was an overwhelming goal to work together to create a unified voice for the arts in the region. We saw the need for increased communication, collaboration and support for each other. The second workshop will be held in March. In the future, we could be promoting each other, creating valley-wide events, and being a stronger voice for the arts in all our communities.

I would like to thank all of you who support us in so many ways. We're all finding our creative adventure!



#### **Treasurer's Report**

While we tried to keep a close eye on our expenses and income this year, we did end up with a shortfall. The Board has identified some of the issues and is revising our monthly financial reporting to avoid this problem in the future. The first year of our Banner Program Service Contract definitely helped our financial situation this year and will continue for four more years.

The neighbourhood construction and road closure (and lack of parking) had varying financial effects. It did not have a significant bearing on the Program Revenue which appears to be an indication of the value of these programs to the community. Elsewhere, other revenue was down, in which case revenue from Music in the Park, Art Gallery Sales, Gift Gallery and Fundraisers may recover this year.

The Board, especially the Grants and Fundraising Committee, and Sonja spent significant time and attention this year on researching and applying for grants.

Status of Grants for 2019			
Grant	Applied For	Received?	Amount
BC Gaming Grant Capital Expenditures	2017	Yes	\$125,000 Balance left: \$156,170*
BC Arts Council Operations Grant	October 2018	Yes	\$8,000
BC Arts Council Supplementary Grant	N/A	Yes	\$1,000
Canada Summer Student Grant	February 2019	No	**
BC Gaming Grant – Operating 2019	Spring 2019	Yes	\$22,500
BC Gaming Grant – sound equipment	Spring 2019	Yes	\$9,000
District of Summerland Operating Grant	Spring 2019	Yes	\$5000
BC Touring Council Grant	Spring 2019	No	
BC Arts Council Strategic Directions Grant	June 2019	No	
Community Foundation of the South Okanagan – Connecting Students and Art Project	October 2019	Yes	\$2000
BC Arts Council Operating Grant	October 2019	No word yet	
BC Arts Council Coop Student Grant	December 2019	No word yet	
BC Gaming Grant - Operating 2020	In progress		
Investment Readiness Program	In progress		
Canada Summer Student Grant	In progress		
BC Arts Council Enhanced Capacity	In progress		

#### Notes:

<sup>\*</sup> Balance has been frozen for a year waiting on a large federal/provincial grant applied for by the District. We still have not heard about this grant, which is for renovations to our building, the museum, and the green space.

<sup>\*\*</sup> The District of Summerland received funding to hire five summer students. We were given some student time from this project.



#### 2019 SCAC Gallery Report

The Summerland Community Art Council Gallery hosted 6 shows at the Art Centre in 2019. Each season the Gallery Committee works to provide a space for artists to display their work and the opportunity for the public to view the many talents of our Okanagan artists.

The first show of the 2019 season, "**BUDDING ARTISTS**", featured work from the elementary students of Summerland Giant's Head School. A number of classes from the school participated with the students' work including collages, paintings and drawings.

The second show, "THE REHEARSAL" showcased striking black and white photographs of Kelowna Ballet Company in rehearsal by Summerland's Rick Gray.

"ATOMIC RAYS AND SCATTERED LIGHT" was the next show with thought - provoking metal sculptures by Howard Roo and large-scale paintings by Tova Main.

The summer season saw "RAZZMATAZZ", an eclectic mix of styles and subjects by local artists from the Summerland Art Club.

Working in conjunction with the Ryga Festival, the gallery hosted, "Inspired by presents: "MIXED AND MERGED". Again, this year, artists and writers were paired up to produce work inspired by a piece from their partner. Special thanks goes to Dianne Hildebrand for all her work in getting this show up and running.

The final show of the season, "**UBUNTU 5**", featured works by 5 women artists from the north Okanagan. These wonderful paintings were based on the theme "I am because we are" and featured striking images of women from around the world.

The gallery is fortunate to have the support of Thornhaven Estate Winery who came on board this year as our opening reception sponsor. We thank them for their generous support of our activities. Thanks also goes to Danny Evanishen who served at each of our events.

Donations from our opening receptions help defray the expense of mounting the gallery shows. Commissions from the sale of works also helps fund the gallery's activities and at the end of the 2019 season the gallery showed a small profit. Our expenses included printing costs, the vinyl wall titles, liquor licences, refreshments and art sales. Wine sales, donations, and commissions from art sales resulted in a small surplus.

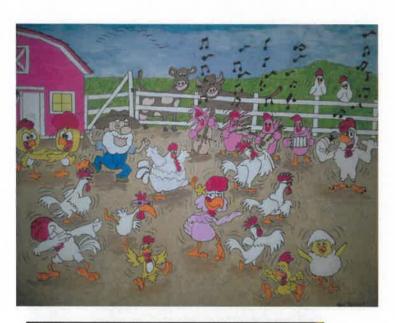
Again, this year, the Permanent Collection received a generous donation from Peter Hay and Dorothea Atwater. Jean and Danny Evanishen also donated to the fund to help with conservation and acquisition. To honour these supporters and to "kick off" our "ART SAVER" button campaign, the committee organized an evening talk with "The Jealous Curator", Danielle Krysa. As well, the latest works to be added to the SCAC Permanent Collection were on display.

The Permanent Collection fund is a reserve fund and can only be used for conservation and acquisition costs. During 2019, the fund's revenue totaled \$2975.00 with expenses of \$1144.91 for framing.

A big thank you goes to the committee members, Peter Hay, Dianne Hildebrand, Carin Moolman, Thelda McIlwaine, Alice Unruh, Dale Matthews and Elaine Watts. As well, thanks goes to Jean Evanishen for procuring Thornhaven's sponsorship, to Sophia Zang for hosting and to Sonja Waller, our office manager, for making the posters, brochures, price lists and labels for all the shows. I also would like to thank Heather Ross for her help in patching and painting the gallery walls ready for the 2020 season.

The Gallery Committee is looking forward to the 2020 season and welcoming individuals who would like to be involved in the ongoing and rewarding work of the committee. This will be my last year as the Gallery Chair, having served on this committee for over 20 years. Meeting the many talented artists and having the honour of displaying their works for our community to enjoy has been a privilege but it is time for someone with a new vision and energy to take the SCAC's Gallery into the future.

## Respectfully submitted, Susan Gibbs SCAC Gallery Chair











#### 2019 Banner Program Report

The General Services Contract between the District of Summerland and the Summerland Community Arts Council provides a budget of \$15,000 annually with a list of contract specifications that must be met. The contract was awarded on April 28, 2019 and will expire on April 29, 2023.

On May 1, a Call to Artists was distributed inviting artists to submit original, camera-ready full colour designs, based on the theme *Summerland*, *Dawn to Dusk*, to be submitted by May 13, 2019. In the future, the SCAC will have more lead time, but for this year, the time between awarding of the contract and the completion and display of the banners was in short supply.

A Banner Committee was struck, consisting of Betty Ann Xenis, Brandy Maslowski and Laurie Weir. Requests for quotes were sent to printing companies with the committee deciding on Aurora Flags and Banners Inc. from Edmonton, AB. Aurora Flags and Banners did a wonderful job and were able to ship the finished banners to the SCAC within two weeks of receiving the initial design work.

A beautiful poster was designed by Karen Somerville and copies were displayed in Summerland and distributed to our contacts, the media and social media. Invitations to the Opening Reception were given to Mayor and Council, Cultural Development Committee members, Angelique Wood, Dianne Hildebrand, Mark Greenhalgh, SCAC Board, Deb Deferro, new CAO and the District workers who hung the banners so quickly.

The SCAC received 16 submissions and there were some issues with meeting sizing and other specifications from some of the artists. Designs were manipulated on our end in order to have them comply. In future, artists will be responsible to ensure their submissions meet all specifications themselves. The submissions were then given to the Summerland Cultural Development Committee with no identifiers and the committee chose the winning five designs based on meeting the following criteria:

- Bold image
- · Reflective of Summerland
- Theme of Dawn to Dusk
- Correct scale
- Artistic Merit

The winning designs were submitted by: Cathy Milstead, Marcia Stacy, Ron Stacy, Sophia Zang and Peggy Stel. The committee also selected their top three designs and they are:

Sophia Zang (first), Marcia Stacy (second) and Peggy Stel (third).

Forty of previous years' banners were displayed in Lower Summerland and the new designs were displayed in the downtown and Prairie Valley Rd. areas of Summerland. Deb Deferro, assistant to the Director of Works and Utilities was very helpful in overseeing the application process. Deb confirmed that the removal date of the banners would remain open until a specific date can be ascertained

The five artists, whose designs were chosen were awarded a \$100 artist's honorarium at the Opening Reception on June 27th, where the banners were officially unveiled. Refreshments were supplied and the reception was a lovely event with three of the five winners in attendance.

Respectfully submitted, Sonja Waller



## **Building Renovations Task Force Report**

The task force worked with Mark Greenhalgh; the Project Manager hired by the District until his resignation in June 2019 on revised plans for the building after the first set of architectural proposals proved too costly for our budget. Of the Gaming Grant Funds applied for in 2017, some has been spent on outside upgrades and the balance of the money has been frozen as our contribution to the "Investing in Canada Infrastructure Program" federal/provincial grant which the District of Summerland applied for a year ago. This grant would be used for renovations to the Arts Centre, Museum, and the space in between. We are still awaiting word on these funds. As soon as we get word, we will begin renovations (the scope of which will depend on our funds) sometime in 2020. In the meantime, we have been working with Angelique Wood and architect Cal Meiklejohn on flexible plans for renovations, with emphasis on necessary infrastructure upgrades. These will be done in stages as money becomes available.

Original Grant from Gaming Funds: \$250,000

Expenses 2018 – 2019: \$93,829.56

Funds Available: \$156,170.44

Respectfully submitted, Betty Ann Xenis



## **Culture Days Report**

Laurie Weir and Betty Ann Xenis organized an "Open House" for the afternoon of September 29th in the basement of the Arts Centre as there was a workshop upstairs.

We had a cake and other goodies, offered button-making, and Arts Centre information. Unfortunately, due to the construction next door and the closure of Wharton Street, we had very few visitors. I don't know how the Library's Author Reading went, but we didn't see anyone going into the museum, which also had advertised a display.

Respectfully submitted,
Laurie Weir, Secretary
Summerland Community Arts Council



## **Education Committee Report**

In 2019 the Education Committee developed a work plan to move the SCAC toward achieving the goals set out in the 2019 Strategic Plan. Work slated for 2020 includes research to revive the Artist in Residence program, conducting a survey of community programs and needs, and doing an analysis of similar sized arts councils in BC.

The 2019 Summer Arts Program was a great success with new sponsors and programming. Profit from the program was approximately \$3,500.

Jean Evanishen has organized and promoted the SAP for many years and is retiring from both this undertaking and from sitting on the Board of Directors. The Summerland Community Arts Council owes Jean a huge debt of gratitude for building the SAP into the robust program it is today, and for bringing the joy of art to a generation of Summerland's children.

Cheryl Mitten will continue Jean's legacy with the SAP - welcome Cheryl!

The 2019 Workshop program was also successful. Despite the challenges posed by the lengthy closure of Wharton Street we earned approximately \$2,500, meeting our budget for earnings and under our budget on expenses. We met our goals for workshop participation as well.

In fall of 2019 we held our first Guided Autobiography workshop, which was well attended and is being followed up with Part II in 2020. We also had our first "Arts in Business" workshop, in which Luke Johnson showed participants how to build a WordPress workshop to showcase their art. Another WordPress workshop, and an e-commerce workshop, will be held in 2020. The rest of the Spring 2020 workshop schedule has been set. Please check the website under "Workshops and Classes" to see what we have coming.

Our first "Made in Italy" lecture was on January 9. Approximately 15 people attended for an evening of wine, food, and learning. It was a great success! Four more lectures will follow, and we hope this will set the stage for more of such sessions in the coming years.

Respectfully submitted, Laurie Weir, Chair Education Committee



## **Fall Fair Report**

Brandy and Betty-Ann set up on Friday. Brandy was there from 8:30-5:00 (or later) on Saturday making buttons with children. This was very popular and is definitely something we should consider doing at other events. We still have lots of button forms left that we purchased from Brandy and she has offered to let us use the machine when we need it.

Janet, Betty-Ann and Laurie took care of our information table. We chatted with people and encouraged them to take brochures. There was a lot of interest in Friday Night Live.

We recommend that we continue to be involved; someone spearheads this from the beginning (February); and we consider sponsoring a community art project (downtown decorating) to go along with it. This is a great way for us to get out in the community.

Respectfully submitted, Betty Ann Xenis



## **Friday Night Live Report**

FRIDAY NIGHT LIVE concerts proved to be another successful year for 2019. Our concerts were very well received by our performers and our concert goers. Danny Evanishen so generously gave his time to pour the wine, as well as guests such as Summergate Winery and Laurie Weir who volunteered for an evening.

Here is the 2019 revenue report:

March 1, Steve Jones Band: 34 people in attendance: total revenue \$191.38 March 15, Garage Groov: 77 people in attendance: total revenue \$567.41 March 29, Rollin Coal: 67 people in attendance: total revenue \$387.75 April 12, Sax Among Friends: 56 people in attendance: total revenue \$380.88 April 26, Vagabond: 57 people in attendance: total revenue \$365.14 May 10, Judy Rowe & The Diamonds: 84 people in attendance, Total revenue \$445.48 May 24, Packinghouse Social Club: 92 people in attendance: total Revenue \$587.93 June 7, Robert Johnson/Liz Campbell: 82 people in attendance: Total revenue\$562.92

June 21, Kyle Anderson: 72 people in attendance: total revenue\$409.12 The Spring total revenue was \$3,532.87 Our total revenue from September 13, 2019 to December 6, 2019, was \$1, 494.94.

We know that the construction around the Arts Centre caused a decline in our turnout in the fall, but we know that this will not be a concern this Spring of 2020.

Respectfully submitted, Jo Freed, Chair Friday Night Live Committee



## **Gift Gallery Report**

The major accomplishment for the Gift Gallery Committee in 2019 was developing an online store, which became operational in mid-December. Currently the products offered on the store consists of books, banner products (which are printed on demand and drop shipped from Art of Where in Montreal), books and events such as workshops and lectures. Products from the Gift Gallery will be added as time permits in March 2020.

Our experiment this summer with pop-up studios at the Arts Centre was cut short by the construction on Wharton Street. As there is significant merit in bringing our artists, their work, and their processes in front of tourists and visitors, we will plan some pop-up times again this summer.

Another effect of the Wharton closure was our decision to temporarily waive the requirement that artists with product in the Gift Gallery must volunteer time each month. With the lower traffic in the Gallery, it wouldn't have been either fun or productive for the volunteers to spend their time at reception. Gallery volunteering will resume in February 2020.

Despite limited access to the Gift Gallery, revenue was down only slightly. We had budgeted \$4,500 in sales for 2019 and our actual sales were \$4,393.01. We have budgeted\$4,500 in sales for 2020 and hope to exceed that amount.

Work will continue this year to examine similarly sized arts councils to understand how we compare (ex. policies, juries, commissions). This report with recommendations will be presented to the Board in June 2020.

Respectfully submitted, Laurie Weir Chair, Gift Gallery Committee



## **Grants and Fundraising Report**

The Ways and Means Committee is now the Grants and Fundraising Committee.

In 2019 this committee developed a work plan to move forward financial components of the Strategic Plan.

The SCAC has a Legacy Fund set up with the CFSOA. Donations can be made directly to the Community Foundation of the South Okanagan|Similkameen.

Currently the balance of our Community Foundation fund is \$207.66. We will be working with the Building Committee is 2020 to spearhead targeted fundraising to augment the government grants we have received for the building's renovation.

In early 2019 the District applied to the federal government for a grant that would add significantly to our renovation budget. The scope of this project includes the museum and the green space between our buildings. We were to have heard about the status of this grant after the federal election but are still waiting.

We have also applied for a grant with the BC Arts council that will enable us to hire a co-op student from Okanagan College for 32 weeks. This student will help us with a number of projects including business planning, a marketing plan, and a community survey. These activities will move us forward toward greater financial stability and hiring more permanent staff.

Friday March 27 is our first annual comedy fundraiser. Tickets are \$20 with all proceeds going to the SCAC.

Respectfully submitted, Laurie Weir, Chair, Grants and Fundraising Committee



## **Library Committee Report**

The Art Library is in limbo until the renovation plans are updated. The architect(s) need to consider how and where to accommodate the present number of books, with perhaps a modest allowance for future growth. Once it is decided where the books are going, we will need to get quotes for new and much sturdier shelves.

Here are other considerations: Assuming that the Art Library will be located in one of the multi-purpose meeting rooms, there should be a large enough table with chairs to accommodate people who want to spread out books and art journals. One might also consider there a computer terminal for the catalogue and for checking out books. Thought should be given for storing the valuable books, currently kept in the office, in a locked case, where they can be checked out for reading onsite only. Finally, we need a holding area where books are dropped off and held until they are appraised and processed to be included in the collection - or else rejected and have to wait to be picked up by the donor.

The Art Library holdings fall into two broad categories: how-to technique books and art history/monographs. We need expertise on the Library Committee to help select which donated books to keep, and to prune back on holdings that are outdated, over-represented or simply falling apart. It is especially important to keep an eye on how-to books, where we get many duplicates and outdated manuals. So, members with background in the various crafts and art styles can really help to keep a closer eye on the collection. We have been giving away excess books, but we can also ask for a modest donation in return, as the Summerland Library does, providing a small and steady income for petty cash and incidentals.

Respectfully submitted, Peter Hay, Chair Library Committee



## Light Up the Arts Pop-Up Shop 2019 Report

I am delighted to report that the pop-up shop was a huge success! Christmas sales were the highest in years (see attached spreadsheet comparing 3 years), the artists were delighted to work back on Main Street, and our generous landlords provided a perfect venue to sell from. The only way we could have improved was if the opening weekend had been stronger--we started at a \$1500 deficit due to Light Up night being cold and people going home early after the fireworks schedule change.

With no exterior and a smaller interior to decorate, and closing Mondays, the workload and volunteer hours were considerably lower. Some of that was offset by having to move fixtures and inventory over and back.

Sonja was extremely flexible with running back and forth to assist sitters with opening and closing, and we were able to move the computerized sales system over and be more efficient than in 2018 (our first year of using the POS). There are more efficiencies to be gained if we ask for computerized inventories in advance, and not having a printer onsite was not ideal.

The Sip'N'Shop event drew a lot of traffic but I'm not sure what additional sales resulted for the \$100+costs of liquor license and wine. Still it was important to be open since we were on Main Street.

Thanks to all the board members who pitched in from the beginning right to the end, and Sonja who is a true gem in every way! The decorators, Bonnay Howard and Marcia Stacy, did a fantastic job. And a really big shout out to Chris and Elaine Nuessler, of course!

The nature of a pop-up shop always depends on what space may be available at the time, and how much it will cost. While we did gain a lot in sales this time, you can see by the bottom line that if we had to pay market rent (minimum \$1000/month for 6 weeks +) and utilities it might not be feasible to repeat this result. Negotiating with landlords about a tax receipt is the best/only way to go in future, in my opinion.

I recommend reviewing options for next year in September and October. Board members can keep their ears open for suitable spaces and landlords at that time. And we may know more about the impact of the new development and our own renovations by then.

Respectfully submitted
Elaine Watts, Chair
Light Up the Arts Committee



## Management (Governance) Task Force Report

This task force worked with Mark Greenhalgh (Project Manager hired by the District) until his resignation in June 2019, and then Angelique Wood, District Community Coordinator, on a framework for managing the building in the future. In August 2019 we had a meeting with Toni Boot, our District liaison, and Ron Mattiussi, the Interim CAO, to seek clarity on the District's perspective on the future of the building. It became obvious at that meeting that a lack of communication from the District had led to misunderstandings on our part.

We signed a renewal of our Licence of Occupation in September 2019.

We submitted a document outlining our vision (attached) for the management of the building to Angelique in September 2019. Angelique included it in a presentation to the District Council on November 4, 2019 seeking direction on further discussions between the District Staff and the Arts Council. The Council approved a motion as follows:

 THAT staff be directed to consider a shared Management Framework for the Arts &

Cultural Centre, as presented in the report dated November 4, 2019 from the Community Development Coordinator;

- AND THAT a phased Management Framework plan be developed for a fiveyear period.
- AND FURTHER THAT all financial considerations and long-term plans be presented to

Council for review and approval.

We will proceed to have discussions on this basis in 2020.

Respectfully submitted, Betty Ann Xenis



## **Marketing Report**

We have continued to use the Branding Guide developed with Linsey Reimer at Bright Creative to promote the Arts Centre. We have concentrated on social media, along with posters distributed by our work experience student. We also have a recurring spot on Street Talk on CHOR Radio every Friday morning at 8:20 am. After working with the website set up by Linsey for most of this year, we found it was not user-friendly for us so in November we switched to a new website based on Shopify. Laurie Weir and Sonja Waller are running this website, which has the capacity to take registrations and sell events and goods online, something we have been wanting for a long time.

We have also been working with the Summerland Cultural Coalition to launch an arts and culture website/interactive calendar for the community, where all not-for-profit groups can post their events. This website will be launched Spring 2020.

Our next goal is to create a marketing package, with templates and guidelines, for all Arts Council activities, including looking for more opportunities to promote our purpose, values and activities. The committee is in the process of finalizing a work plan as part of the Strategic Planning.

Respectfully submitted, Betty Ann Xenis, Chair Marketing Committee



## **Membership and Volunteer Resources Report**

The Volunteer Resources Committee and the Membership Committee were amalgamated during 2019.

The Committee established a 5-year work plan (2019-2024).

Various strategies are being considered toward the accomplishment of the 5 Year Plan including, but not limited to:

- -partnering with the museum
- -recruiting a paid volunteer/membership coordinator,
- -a grant to hire a co-op student

#### In the interim,

- -several volunteer position descriptions have been prepared
- -a volunteer orientation booklet is nearly complete
- -new volunteer recruitment rack card in use since mid-December 2019

Respectfully submitted, Jan Schumacher on behalf of the Membership and Volunteer Resources Committee, Denise DeLeeuw, Jan Schumacher and Laurie Weir.



## Music in the Park (MIP) Report

Overall the 2019 Program was a success. Our committee met in early Spring to create a list of Bands/Musicians that we would like to have for our summer lineup.. We created a list and Sonja, our Office Manager, contacted them to secure the dates and forwarded and received their contracts. She then created the advertising flyers once the lineup was confirmed. She also ensures all the bands are paid. She has printed out a to do/check list for the Wed evening Concerts and I have some recommendations to add as well which I will print up to add to this file for our Volunteers. Sonja is a necessary and invaluable person to this Program.

A total of 8 Bands were booked for the Wednesday evening concerts starting July 3rd and our last one for August 21st. Unfortunately, due to a rainstorm, we had to cancel our July 17th concert. We had five businesses sponsoring the concerts this year. They were Summerland and District Credit Union, True Grain Bread, Pharmasave, Summerland Resort and Spa, and Summerland Sweets.

We were hoping to have a Food Vendor again this year, however none were available for our events. We do not make money on this but felt it would be nice again, this year, to offer this to attendees and also support a small community business. We did manage to have local Nummers with their frozen fruit treats and drinks to attend some of the events, but they found it wasn't busy enough for them and I have to agree as we observed very few people purchasing their products. Attendance was down this year and maybe weather had some affect on this or possibly having Kelly St closed with for construction. We still had many regulars and also people from nearby communities. People were generous with their monetary donations and it helped us cover the expenses for these concerts. We were fortunate to have the help of 2 students from the District for these evenings. I am grateful to the all the Summerland Community Arts Council members and volunteers who helped set up and take down after each event.

Respectfully submitted,
Denise DeLeeuw, Chair
Music in the Park Committee



## Stash Bash Report

Members of the committee:

Bonnie Nesbitt, Susan Gibbs, Jean Evanishen, Dianne Hildebrand, Peter Hay, Donna Arneson, Sharon Kurtz with help from Chris, Sue and others.

#### **Book Sale:**

- Along with culled books from the Arts Centre Library, there were a number of books donated.
   Some of the donated books were added to the library and the rest were added to the sale table.
- Susan Gibbs took unsold books to use as performance props for the Summerland Singers and Players. Books were sold by donation.

#### Posters:

A teaser poster – "Stash Bash Coming Soon" was posted early and a detailed poster was marketed during the first part of the month. The posters were also distributed in Penticton, Oliver and Osoyoos.

#### Table Rental:

 There were three tables and spaces rented for \$20.00 each and one vendor who supplied her own table and was charged \$15.00.

## Advertising;

- A teaser ad went into the Summerland Review in the April 16th edition.
- Facebook events page had an announcement posted for the sale.

#### Stash Bash Day:

The day was a little chilly and windy so not a lot of incidental walk-ins. The Naramata Community Yard Sale was scheduled for the same day which may have contributed to less interest.

Most of the leftover sale items were packed up and dropped off at the thrift store. All items were sold by donations (except the art posters.) Donations amounted to \$343.30 plus table rental of \$75.00, less \$30.00 for advertising = \$390.30 raised.

Thank you everyone for a great team effort.

Respectfully submitted, Bonnie Nesbitt, Chair Marketing Committee

B.C. Arts Council Strategic Directions Grant 2019

Summerland Community Arts Council Initiatives

"Operations and ...."

	Steps	Timeline	Resources Needed	Responsibility	Measurable Outcome
Design an operational		Fall 2019 – June	Contract with Anita	Governance	Plan written and
plan/governance		2020	Large, Business	Committee/whole	approved by SCAC
structure for			Advisor, and Dan	Board	Board and District of
management of the			Dinsmore, Consultant		Summerland and put
Arts and Culture Centre			Community Futures		into place
			Penticton; documents		
			already produced by		
			the Governance		
			Committee; arts		
			building operational		
			plans from similar		
			communities; liaison		
			with District Staff		
	Review our internal	Fall 2019 – June		Board	
	2019 strategic goals	2020			Section - Contract
	to inform our				
	operational plan.				
	Define personnel	Fall 2019 – June	"	Board	Part of plan: job
	necessary	2020		Governance	descriptions &
				Committee/whole	financial resources
				Board	included
	Define financial	Fall 2019 – June	<i>n</i>	Governance	Part of plan/Business
	resources necessary	2020		Committee/whole	Plan
				Board	
	Negotiate shared	Fall 2019 – June	,,	Governance	
	use space with	2020		Committee	
	District		The country		
	Work on design of	Fall 2019 - Fall 2020	<i>"</i>	Building	Building plans
	building to further			Committee with	complete with our
	our operational plan				programming &

				the District & Architect	revenue spaces included
Goal	Steps	Timeline	Resources Needed	Responsibility	Measurable Outcome
	Make presentations to District staff and District Council as	Fall 2019 – June 2020	"	Governance Committee & Executive	As required for communication and to further progress
	needed				
Create a 5 year business plan for the Arts Centre		Fall 2019 – June 2020		Executive of SCAC	Business Plan complete
Expand our musical programming					
	Apply for grants from B.C. Touring Council	Concurrent with this application	Advice from Mark Greenhalgh	Board	Grants sent in
	Create fall/winter	Upon receipt of	Mark Greenhalgh;	Mark	Schedule designed,
	touring program for Centre Stage	grant	Performing groups schedules	Greenhalgh/Music Programming Task Force of the Board	booked, and completed
	Design flexible	Fall 2019 - Fall 2020	Mark Greenhalgh	Building	Building plans
	performing space in		technical advice,	Committee	complete with this
	new Arts and Culture Centre		Building Committee, District and Architect		space included and
	legacodos obissos	OCOC sacinaci	Aplanta Croops Control of the Contro	Jacky	Pariod cocas boarist
	space, mentorship	January 2022	Mark Greenhaigh	Greenhalgh/Music	used by local
	and performance			Programming Tack Force of the	(particularly young)
	musicians,			Board	rehearsals and
	particularly young musicians				performances.
	Expand music	January 2020 –	Mark Greenhalgh	Mark	Expanded offerings at
	performance	January 2021		Greenhalgh/Music	Music in the Park and
	possibilities in			Programming	Friday Night Live.
	conjunction with our existing programs			Task Force of the Board	

		00000111		-1	1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -
Nul		Fall 2019 - Fall 2020   Mark Greenhalgn	Mark Greenhalgn	Mark	Further grants applied
gra	grant possibilities for			Greenhalgh/Music for	for
nw	music resources,			Programming	
me	nentoring,			Task Force of the	
per	performance			Board	
ido	opportunities				

Notes: June 2020 is an estimated date and the overall timeline for building completion and revised operation is out of our control.

We created our 2019-2020 mission, values and goals internally as a board in May 2019.

"Board", committees and task forces are all part of the Summerland Community Arts Council.

"District" refers to the District of Summerland.



## 2019 Summer Arts Program

Overall, the 2019 Summer Arts Program (SAP) was successful. A total of 11 instructors offered 19 classes, with 125 registrations resulting in 14 classes actually presented. There were 6 withdrawals for which a total of \$890.00 was refunded. Sponsorship donations were received from Avery Law Office, ABK Restoration Services, Laura and Brian Dean and Fox & Fox ReMax Realty for a total of \$800.

All but two classes were presented at the Arts Centre. The two off-campus classes were in partnership with the Summerland Museum and the Golden Pony Equestrian Centre on Prairie Valley Rd. in Summerland.

\$9960.00 was collected in registrations \$520505.00 was paid out to instructors \$890.00 was refunded \$257.80 was spent on miscellaneous expenses, supplies, etc. \$800.00 was the total paid by sponsors.

\$4407.20 was the amount accruing to the Summerland Community Arts Council.

Respectfully submitted, Jean Evanishen



#### **Summerland Cultural Coalition**

The Coalition is a network of community not-for-profit groups who continue to work together on enhancing our respective groups through cooperation and sharing resources. Members are Summerland Community Arts Council, Summerland Museum and Heritage Society, the Fall Fair Committee, Agur Lake Society, Friends of the Ornamental Gardens, and the Kettle Valley Railways Society. Two entrepreneurial students from the high school, under the direction of Dan Dinsmore, have assisted the groups with social media presence and online marketing. They are currently developing an Arts/Culture/Not-for-Profit website (mysummerland.com) which will feature all of these groups (and more) on a community-wide calendar. This calendar has been one of our main goals dating back to the Summerland Cultural Plan and should be available in a few months.

Respectfully submitted, Betty Ann Xenis



#### **Spring Fashion Show Report**

The Spring Fashion show held on May 4th was a wonderful event and a great success. SCAC sold 40 tickets and we heard from SASS that they sold 10, so we were expecting roughly 50 people to attend but at the last moment, SASS informed us that they had in fact sold 36, so it was a bit of a scramble to make sure everyone had a seat, but we did it!

We sold a total of 77 tickets, which resulted in \$1145 in revenue.

Ten local businesses donated lovely prizes for our auction table, and this was a very popular aspect of the event. \$340 was raised by selling prize tickets at 5 for \$10. All businesses will be receiving thank you cards.

We included a complimentary glass of wine with each ticket and still managed to generate \$65 in wine sales.

We raised \$1396.69 after expenses of \$153.31.

It was a lot of work setting up for the event and huge thanks go to Michael Zang and Wes Watts for their help, especially with picking up, setting up and removing the risers used for the catwalk. Charlene Greenhalgh offered her help, and honestly, we're fortunate that she did because we could not have managed without her. She helped with set-up and clean-up but most importantly, she oversaw the kitchen and refreshment area all night.

Sophia Zang made delicious cupcakes and cheese and vegetable skewers, served with crackers that were very popular. We served coffee, tea and ice water. (It would be lovely to have a bigger fridge, with ice-making capabilities.)

The models were outstanding, and it was wonderful to see so many of our directors step forward and participate. They all looked great in SASS clothing. Susan Lopatecki gave a fun and knowledgeable commentary. Tracy Fehr's "Medieval Fehr" line of costumes was well-received, and it was a nice touch having each model sing a line from a song related to the costume they wore. It was unfortunate that the Summerland Secondary School only had 2 participants from their Home Economics class. Next year we probably won't invite SSS to participate unless we can confirm a minimum number.

Now we know what it takes to put on a fashion show, we can streamline the process and address/change items that came up during the evening.

We needed more wine glasses (not thinking that since we gave everyone a complimentary glass, we would use up our inventory of glasses.) Michael Zang came to the rescue and picked up plastic glasses from one of the dollar stores.

The wine that was served was not local, and people noticed. The price of the wine we served was considerably lower than our local wineries charge but going forward, only local wines will be used, even if that means our expenses will be higher.

We need at least 2 more volunteers for the night of the event. Volunteer Marilyn West handled prize ticket sales, but we could have used a second person selling them. At the last minute, we recruited two of Tracy Fehr's models to handle the door ticket sales and issuing complimentary wine tickets. We really appreciated their assistance.

Respectfully submitted, Sonja Waller



## **Arts Palette Report**

#### Arts Palette - ePalette

The weekly Arts Palette newsletter email is sent out Sunday evenings at 7pm using a program called Mailchimp.

The number of recipients fluctuates over the year as people unsubscribe or are added. We are up about a dozen people from last year. Of those 166 recipients approximately 78-90 open the email each week. I try to re-send it on Wednesday or Thursday as that usually means another 8-15 people open that email. So approximately 100 people per week are reading the Arts Palette. I know at least two recipients who forward it onto others.

One of MailChimp benefits is that it lets me see how many times people open the email as they check for different events. MailChimp also indicates how many people click on the various links found in the Arts Palette.

Usually when the Arts Palette is sent out it is automatically posted on Twitter from @summerlandarts and posted to Facebook.com/SummerlandArts. When this happens, the image used is always something being hosted by the Summerland Community Arts Council.

## Twitter - @summerlandarts (formerly @artspalette)

Three people tweet using this account so in addition to the automatic tweets posting the Arts Palette we have also tweeted out information on workshops, special events, gallery shows, the Summer Art Program, etc.

We have also commented on or sent out tweets regarding events being hosted by our member groups and other arts organizations in our area (eg Many Hats Theatre Company, Summerland Singers & Players, the Okanagan Symphony Orchestra, Penticton Art Gallery, Peachland Arts Council, Shatford Centre, the Ryga Festival, etc.

You do not need a Twitter account in order to check on these art postings. Just go to <u>Twitter.com/</u>summerlandarts or click on the "Twitter" icon on our website in order to get recent updates on what SCAC is doing.

**Facebook** – The Summerland Community Arts Council has a double presence on Facebook.

Our Facebook page - <u>Facebook.com/SummerlandArts</u> currently has 815 followers and 724 people who "like" the page. This is a sizeable increase from last year. In addition to posting photos, the Arts Palette, information on SCAC and our member groups we also create "events" to help promote our workshops and gallery openings, etc. A number of these postings are shared by others and we also get a fair number of comments posted on this page.

Our Summerland Arts Centre <u>Facebook group</u> currently has 306 members and is used to post information not just on SCAC events, but also for various other arts and cultural events in our area. You will also find that other art groups such as Arts Matter or affiliated groups such as Singers & Players and Many Hats Theatre Company frequently post information about their upcoming events on our group site as well.

I also post posters for SCAC events on Google and these show up along with our address and other contact information if you do an online Internet search for the Summerland Community Arts Council.

Respectfully submitted, David Finnis



## Coming up this Spring and Summer

Sign up for our Made in Italy lecture series where learning, art, food and great conversation meet. The lectures are scheduled for March 12, April 9 and May 7th. The cost is \$20 per date.

Learn how to record the important events in your life at our Guided Autobiography workshop starting on February 24 and running until April 6th. The entre session is \$250.

We're offering Pro D Day camps for kids ages K to Grade 5. Your kids or grandkids will enjoy painting, drawing, printmaking, mixed media and more! Camps are \$40.

We're thrilled to be hosting a Comedy Night for the Arts Fundraiser on Friday, March 27th hosted by Summerland's own David Kopp! Tickets are \$20.

On April 2nd, the SCAC will host a Sip & Create Workshop with Greta Loeppky and on April 16th, we'll be presenting a Tips and Traps to Self-Publishing workshop from 7 – 9 pm.

The SCAC has booked a wonderful array of musicians for our Friday Night Live concert series

March 20th - BC Buds. This band features Kevin Foley, Terry Cormack and Kayla Rogall playing the hits from the 60s to the 90s.

April 3rd we'll have Rollin' Coal here with their exciting mix of the blues, rock and country.

April 17th features the Vagabonds playing rock and rockabilly. One of the talented band members is from the very popular Canadian band Prism.

May 1st we'll be presenting the Steve Jones Band playing originals and classic rock.

May 15th - Allen Crossley Trio will perform swinging jazz and movie standards

May 29th - Doug Paton will play country and blues

June 12th – Julie Masi & Steve Soucy will play music from many genres. Julie is a vocalist from well known Canadian band The Parachute Club!

June 26th – Perennial favourite Robert Johnson will perform originals and covers with his trio, Robert Johnson & Co.

Our current gallery show, "Through the Looking Glass", runs until March 21. On March 26, we'll be presenting "The Journey" by Pauline Hurley and scheduled for May 14th is "Blind Contour Homage: A Celebration of Canadian Female Artists."

For more events and workshops, go to our website at summerlandarts.com

#### **MINUTES**

# Summerland Community Arts Council Annual General Meeting February 23, 2019

Board Attendance: Sophia Zang, Laurie Weir, Jean Evanishen, Denise DeLeeuw, Peter

Hay, Betty-Ann Xenis, Brandy Maslowski, Susan Gibbs

Absent: Elaine Watts

1. Acceptance of agenda 9:10 a.m.

## MOTION - 1st Janet Peake 2nd Laurie Weir

2. Acceptance of minutes of the last AGM (see these at end of reports section)

## MOTION - 1st Sophia Zang 2nd Betty Cansdale

3. Report from Accountant - Darrell Swetlishoff

#### Statement of Operations

- Overall total revenue up Reason: Council Grant \$250,000 (can't be recognized as revenue until it is being spent) so \$55,000 has been recognized as revenue due to the \$55,000 expense.
- Overall expenses up Reason: Grant doesn't show in expenses but rather as an asset in leasehold improvements.
- Excess of revenues over expenses \$7,000 cash less overall Reason: most of the \$48,161 is the \$55,000 reno income.

#### **Balance Sheet**

- Assets a good portion of the cash is restricted for RENOs.
- Accounts Receivable GST paid.
- Inventory slight decrease.
- Tangible Capital Assets are up Reason: \$55,000 invoice for renos started.
- Liabilities up due to the \$55,000 bill that had not been paid as of Dec. 31, 2018.
- Deferred Contributions are down due to the invoice of \$55,000.
- Net Assets are the equity or retained earnings. Total assets minus debt equals net assets (\$55,000 increased assets).

FINANCIAL POSITION – Strong due to the grant but only to be used for renos. So, all else is business as usual to cover normal operating expenses. This is typical of previous years. The SCAC usually has small losses or profits but always remains close to breaking even.

#### **MINUTES**

- 4. Annual Reports These will not be read aloud in their entirety. Questions are welcome.
  - a) President
  - b) Treasurer
    - a. Acceptance of 2019 Budget

MOTION - 1st Susan Scott 2nd Peter Hav

b. Appointment of Accountant

MOTION - 1st Betty Cansdale 2nd Jean Evanishen

MOTION – to accept the 2018 financial report from Darrell Swetlishoff. 1st Susan Scott 2nd Betty Canadale

MOTION – to move forward with a statement of financial position and waive an audit for 2019 with Grant Thornton LLP. 1<sup>st</sup> Janet Peake 2<sup>nd</sup> Peter Hay (note this may not be a requirement in our Bylaws)

- c) Art Gallery
- d) Banners on hiatus
- e) Cultural Days
- f) Building
- g) Cultural Day
- h) Fall Fair
- i) Friday Night Live
- j) Gift Shop
- k) Governance
- I) Library
- m) Marketing
- n) Membership
- o) Season's Sparkles
- p) Stash Bash/Earth Day
- q) Summer Arts Program Recruiting instructors now.
- r) Wednesdays in the Park
- s) Ways and Means
- t) Workshops

MOTION – to accept annual reports. 1st Laurie Weir 2nd Sophia Zang

#### QUESTIONS FROM MEMBERS:

- 1. Q. Where is the SCAC money held? A. Summerland Credit Union.
- 2. Q. Did any programs work well? Were there any that were not viable? A. The board has decided to put banners on a hiatus. Friday Night Live has been a hit.
- 3. Q. Can you add music genres to the FNL advertising? A. Yes, good suggestion.
- 4. Q. Will the board run this building? A. Ideally the board will run the building with a new paid employee.

## **MINUTES**

- 5. Do we have a donations policy? A. This will be added to our next agenda for discussion.
- 6. Q. Does every teacher/artist/board member have to have a criminal record check? A. Yes, the board will add that to the next agenda.
- 7. Q. How is the cultural centre linking up with downtown biz? A. Art Walks and donation events.
- 4. Election of board members

Susan Gibbs, outgoing board member ran the election – no nominations came forward from the floor.

Introduction of new board members

RETURNING	NEW
Betty-Ann Xenis	Jo Fried
Peter Hay	Bonnie Nesbitt
Brandy Maslowski	Jan Schumacher
Laurie Weir	Janet Peake
Denise DeLeeuw	
Jean Evanishen	

MOTION - All members were in favour of the new board members.

- Motion for signing authority (strike this as it is not necessary)
- 5. Appreciation for outgoing board members cards and gifts distributed to Elaine Watts, Sophia Zang, and Susan Gibbs.
- 6. Adjournment 3:20 p.m.
- 7. Refreshments



## **Returning Board Members for 2020**

Laurie Weir Janet Peake Denise De Leeuw Jo Freed

## 2020 Nominees

#### **Thelda McIlwaine**

Thelda is a talented artist who lives in West Kelowna. She has been volunteering her time to assist with Gallery Shows at the Arts & Cultural Centre. We're happy that Thelda has stepped forward to join the SCAC Board of Directors.

#### **Grace Weedman**

Grace has volunteered to act as the SCAC's Treasurer

Nominations will also be accepted from the floor at the Annual General Meeting on February 22nd, but each nomination must be accompanied by a brief speech as to the nominee's suitability for the Board.

# SUMMERLAND COMMUNITY ARTS COUNCIL Comparative Income Statement

Actual Budget 01/01/2019 to 01/01/2019 to 12/31/2019		5,000.00 0.00 3,500.00	2	0.00 0.00 728.73 36.094.01	84,799.01	4,393.10 4,500.00 1,237.00 3,800.00	0,00	800.90 1 005.00			1,965.90 3,290,00		7,699.51 5,500.00		9,048.00 7,500.00	. 221,72	159,216.28			3,202.69 3,125.00 2,583.70 2,500.00		1,674.90 1,200.00 5,813.28 1,200.00		108.22 50.00 50.42 50.00	4	6,652.02 8,400.00 2,305.65 2,000.00	
	REVENUE	REVENUES Grant Revenue - Municipality Grant Revenue - Employment	BC Gaming Grant	Grafit Revenue Other Grants Renovations Province of RC Gr	Total Grant Revenue	Giff Gallery Sales Art Gallery Sales	Workshops	Miscellaneous income Membershine	Banner Program	Donations	Music In The Park Gaming Revenue	Season Sparkles/Light up Raffle	Seasons Sparkles/ Light Up Rev	Room Rentals	Summer Arts Program	TOTAL REVENUES	TOTAL REVENUE	EXPENSE	ADMINISTRATIVE EXPENSES	Accounting and Legal Advertising	Amortization	Bank Charges and interest Fundraising expenses	Insurance	Meeting Expenses	Miscellaneous	Office Expenses Repairs & Maintenance - General	Printed On: 01/15/2020

# SUMMERLAND COMMUNITY ARTS COUNCIL Comparative Income Statement

Budget 01/01/2019 to 12/31/2019	700.00 125,000.00	2,800.00	35,000.00 3,300.00 1,675.00	825.00 120.00 198,845.00	500.00 0.00 500.00	3,375.00 2,775.00 2,800.00 8,950.00	0.00 250.00 100.00 100.00	100.00 100.00 370.00 4,200.00	300.00 4,000.00 635.00 4,000.00	222,400.00
Actual 01/01/2019 to 12/31/2019	35,234.63 0.00	1,920.88	36,529.91 0.00 1,609.13	815.57 60.30 104,914.10	0.00 500.00 500.00	1,527.56 1,227.75 6,081.88 8,837.19	0.00 445.82 246.69 281.88	6,941.35 0.00 891.85 2,520.00	4,845.00 4,845.00 386.83 3,748.40 22,246.45	136,497.74
	Repairs & Maintenance - Capital Renovation - Capital	Telephone & internet Utilities	Wages Wages - Summer Student CPP Expense	El Expense WCB Expense Total Administrativ Expenses	Grants and Sponsorships Sponsorships Awards and Sponsorships Total Grants and Sponsorships	Fundraising Expenses Gift Gallerey Cost of Sales Art Gallery Cost of Sales Seasons Sparkles Cost of Sales Total Fundraising Costs	ART PROJECT EXPENSES Advertising Art Gallery Openings Art Gallery expenses Gift Gallery expenses	Banner Expenses Arts & Culture week Workshop Expense Workshop instructors	Summer Arts Program Expenses SAP Instructors Season Sparkles/Light Up Expen Music in the Park Expense	TOTAL EXPENSE

Printed On: 01/15/2020

# SUMMERLAND COMMUNITY ARTS COUNCIL Balance Sheet As at 12/31/2019

### ASSET

CURRENT ASSETS  Special Float Gift Gallery Float Plan 24 Petty Cash SDCU C/A Arts Restricted funds SDCU Gaming Account Mastercard	230.00 50.00 0.00 163.31 5,923.69 3,249.17 187,125.81 0.00	
VISA 0695 Total Cash Share Account Member Rewards T Bill Account Term Deposit	-374.78 34.00 0.00 1,067.26 0.00	196,367.20
Total Cash GST Federal portion GST - HST Provincial portion	2,990.03 2.52	1,101.26
GST - HST Receivable Prepaid Expense Inventory		2,992.55 0.00 1,326.60
Total Current Assets		201,787.61
FIXED ASSETS  Computer Equipment Accumulated amortization - com Permanent collection Leasehold improvements Other fixed assets Acc Amort - Furniture and Fixtures Acc Amort - Leasehold Improve TOTAL FIXED ASSETS		5,247.64 -4,815.45 5,070.20 54,986.24 788.14 -709.32 -2,749.31 57,818.14
TOTAL ASSET		259,605.75
LIABILITY		
CURRENT LIABILITIES Accounts Payable Accured liabilities Vacation payable El Payable CPP Payable Tax Payable Printed On: 01/15/2020	161.56 368.92 609.63	6,552.06 504.67 571.12

### **SUMMERLAND COMMUNITY ARTS COUNCIL** Balance Sheet As at 12/31/2019

Receiver General Payable WCB Payable Grants Unearned Unearned revenues Deferred Income	1,140.11 0.00 -25.00 158,919.99 60.00
TOTAL LIABILITIES	167,722.95
TOTAL LIABILITY	167,722.95
EQUITY	
MEMBER EQUITY Current Earnings Member Equity	22,718.54 69,164.26
TOTAL MEMBER EQUITY	91,882.80
TOTAL EQUITY	91,882.80
LIABILITIES AND EQUITY	259,605.75

Printed On: 01/15/2020



## **Financial Statements**

(Unaudited - see Notice to Reader)

**Summerland Community Arts Council** 

December 31, 2019

## **Contents**

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Statement of Financial Position	2
Statement of Operations	3
Statement of Changes in Net Assets	4
Notes to the Financial Statements	5



### Notice to Reader

**Grant Thornton LLP** 201 - 99 Padmore Ave E Penticton, BC V2A 7H7

T+1 250 493 0600 F +1 250 493 4709 www.GrantThornton.ca

On the basis of information provided by the organization, we have compiled the statement of financial position of Summerland Community Arts Council as at December 31, 2019 and the statements of operations and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Penticton, Canada February 7, 2020

**Chartered Professional Accountants** 

Great Thornton LLP

Statement of Financial Position (Unaudited - see Notice to Reader)				
December 31		2019		2018
Assets				
Current				
Cash (Note 2)	\$	197,793	\$	263,681
Accounts receivable		756		3,668
Inventory	-	2,462		1,327
		201,011		268,676
Tangible capital assets (Note 3)	-	89,943	_	57,818
	\$_	290,954	\$_	326,494

Summerland Community Arts Council

On behalf of the board

Deferred contributions

Accounts payable and accrued liabilities

Liabilities Current

**NET ASSETS** 

Denis Member

10,858 \$

158,955

169,813

121,141

290,954

62,316

195,014

257,330

69,164

326,494

<b>Summerland Community Arts Council</b>				
Statement of Operations				
(Unaudited - see Notice to Reader)				
Year ended December 31		2040		2019
real ended December 31	_	2019	_	2018
Revenues				
Grants	\$	50,799	\$	77,536
Gaming	•	37,290	•	22,775
Children's programs		24,068		7,347
Fundraising		14,980		8,936
Donations		8,809		6,055
Seasons Sparkles		7,650		5,693
Art activities		5,980		6,817
Art sales		5,630		8,132
Memberships		1,995		1,835
Concert series	_	1,966		3,000
	_	159,167	_	148,126
Evenanditutas				
Expenditures Salaries and related benefits		39,015		38,540
Summer arts program costs		18,720		10,897
Fundraising		8,569		7,794
Office		6,748		9,318
Seasons Sparkles		6,082		4,237
Professional fees		6,073		5,295
Amortization		3,968		3,750
Concert series expenses		3.748		4,000
a Arthur		0.000		2 472

Utilities

Telephone

Insurance

Advertising and promotion

Repairs and maintenance

Interest and bank charges

Excess of revenues over expenditures

Licences, dues and fees

Grants and awards

3,172

4,360

2,381

2,692

1,360

1,216

453

500

99,965

48,161

2,692

2,584

2,306

1,921

1,882

1,677

705

500

107,190

51,977

\$

# Summerland Community Arts Council Statement of Changes in Net Assets (Unaudited - see Notice to Reader) Year ended December 31, 2019

	Uni	estricted fund		Restricted fund	•	nvested in tangible lital assets		Total
Balance, beginning of year	\$	7,993	\$	3,353	\$	57,818	\$	69,164
Excess (deficiency) of revenues over expenditures		(9,726)		61,703		-		51,977
Purchase of tangible capital assets		**		(36,093)		36,093		
Amortization of tangible capital assets		3,968	_		_	(3,968)	_	
Balance, end of year	<u>\$</u>	2,235	\$	28,963	<u>\$</u> _	89,943	<u>\$</u>	121,141

# Summerland Community Arts Council Notes to the Financial Statements

(Unaudited - see Notice to Reader) December 31, 2019

### 1. Purpose of the organization

Summerland Community Arts Council (the "organization") is a not-for-profit organization incorporated provincially under the Society Act of British Columbia. As a registered charity the organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The organization operates to promote and facilitate awareness and appreciation of the arts in Summerland, B.C.

2.	Cash				-				
							2019		2018
	tricted cash estricted cash					\$	187,126 10,667	\$ —	253,353 10,328
						\$_	197,793	\$	263,681
3.	Tangible capital assets						2019	_	2018
			Cost		umulated ortization	03-	Net Book Value	_	Net Book Value
Peri Con	sehold improvements manent art collection nputer equipment niture and fixtures	\$	91,080 5,070 5,248 788	\$	6,401 - 5,054 	\$	84,679 5,070 194	\$	52,237 5,070 432 79
		<u>\$</u>	102,186	<u>\$</u>	12,243	\$_	89,943	\$	57,818

Summerland Community Arts

	Budg	et 2019	Actu	al 2019	Bud	get 2020	Budget 2020			
REVENUES					prop	osed		osed-amended		
Grants										
Municipality	\$	5,000.00	\$	5,000.00	\$	5,000.00	\$	5,000.00		
Employment/Canada Summe	\$	3,500.00	\$	-	\$	3,500.00	\$	3,500.00		
BCAC	\$	8,075.00	\$	9,705.00	\$	9,000.00	\$	9,000.00		
BC Gaming	\$	22,500.00	\$	34,000.00	\$	22,500.00	\$	22,500.00		
Renovations transfer			\$	36,094.01				•		
Other Grants	\$	-	\$	_	\$	4,000.00	\$	7,000.00		
Subtotal Grants	\$	39,075.00	\$	84,799.01	\$	44,000.00	\$	47,000.00		
Revenue						**				
Gift Gallery Sales	\$	4,500.00	\$	4,393.01	\$	4,500.00	\$	4,500.00		
Art Gallery Sales	\$	3,800.00	\$	1,237.00	\$	3,800.00	\$	3,800.00		
Workshops	\$	6,000.00	\$	5,980.00	\$	6,000.00	\$	6,000.00		
Miscellaneous Inc	\$	_	\$	800.90	\$	-	\$	_		
Memberships	\$	1,800.00	\$	1,995.00	\$	2,000.00	\$	2,000.00		
Banner Program	\$	_	\$	15,020.00	\$	15,000.00	\$	15,000.00		
Donations General (inc. MIP	\$	2,800.00	\$	8,809.06	\$	9,000.00	\$	9,000.00		
Donations MIP	\$	1,600.00			\$	2,000.00	\$	2,000.00		
Donations Permanent Collection	\$	1,000.00				× ·				
MIP Sponsorship	\$	2,500.00	\$	1,965.90	\$	2,000.00	\$	2,000.00		
Gaming Revenue			\$	3,290.00	\$	1,960.00	\$	1,960.00		
Season's Sparkles (raffle)	\$	5,500.00	\$	516.00	\$	500.00	\$	500.00		
Season's Sparkles Revenue			\$	7,699.51	\$	5,500.00	\$	7,500.00		
Fundraising Other	\$	10,425.00	\$	11,279.80	\$	11,000.00	\$	11,000.00		
Room Rentals	\$	2,500.00	\$	2,383.00	\$	2,500.00	\$	2,500.00		
Summer Arts Program	\$	7,500.00	\$	9,048.00	\$	8,000.00	\$	8,000.00		
	\$	4,000.00						•		
Other	\$				\$	-	\$	_		
Subtotal Revenues	\$	53,925.00	\$	74,417.18	\$	73,760.00	\$	75,760.00		
TOTAL REVENUES	\$	93,000.00	\$	159,216.19	\$	117,760.00	\$	122,760.00		
						•				
EXPENSES										
Administration										
Acct & Legal	\$	3,125.00	\$	3,202.69	\$	3,125.00	\$	3,125.00		
Advertising	\$	2,500.00	\$	2,583.70	\$	2,500.00	\$	3,000.00		
Bank Charges	\$	1,200.00	\$	1,674.90	\$	1,400.00	\$	2,000.00		
Fundraising	\$	1,200.00	\$	5,813.28	\$	6,000.00	\$	6,000.00		
Insurance	\$	1,400.00	\$	1,882.00	\$	1,800.00	\$	1,900.00		
Meeting Expenses	\$	50.00	\$	108.22	\$	100.00	\$	100.00		
Licenses, Dues & Fees	\$	700.00	\$	704.76	\$	700.00	\$	700.00		
Office	\$	8,400.00	\$	6,652.02	\$	8,400.00	\$	8,400.00		

NET INCOME	\$		\$	22,718.45	\$	_	\$	
TOTAL EXPENSES	\$	93,000.00	\$	136,497.74	\$	117,760.00	\$	122,760.00
Subtotal Art Programs	\$	14,355.00	\$	22,246.45	\$	23,385.00	\$	23,985.00
MIP Expense	\$	4,000.00	\$	3,748.40	\$	4,000.00	\$	4,000.00
Season's Sparkles Exp.	\$	635.00	\$	386.83	\$	635.00	\$	635.00
SAP Instructors	\$	4,000.00	\$	4,845.00	\$	5,000.00	\$	5,000.00
SAP Expense	\$	300.00	\$	658.72	\$	700.00	\$	700.00
Permanent Art Collection	\$		\$	1,279.91	\$		\$	
Workshop Instructors	\$	4,200.00	\$	2,520.00	\$	4,200.00	\$	4,200.00
Workshop Expense	\$	670.00	\$	891.85	\$	900.00	\$	900.00
Culture Day/Arts & Culture Week/	\$	100.00	\$		\$	100.00	\$	500.00
Banner Expense	\$	_	\$	6,941.35	\$	7,000.00	\$	7,000.00
Gift Gallery Expense	\$	100.00	\$	281.88	\$	100.00	\$	300.00
Art Gallery Expense	\$	100.00	\$	246.69	\$	250.00	\$	250.00
Art Gallery Opening	\$	250.00	\$	445.82	\$	500.00	\$	500.00
Art Programs			-					
Subtotal Fundraising	\$	8,950.00	\$	8,837.19	\$	8,950.00	\$	12,150.00
Season's Sparkles COS	\$	2,800.00	\$	6,081.88	\$	2,800.00	\$	6,000.00
Art Gallery COS	\$	2,775.00	\$	1,227.75	\$	2,775.00	\$	2,775.00
Gift Gallery COS	\$	3,375.00	\$	1,527.56	\$	3,375.00	\$	3,375.00
Fundraising Expense								
	7	300.00	7	500.00	Ψ	300.00	φ	300.00
Subtotal Grants/Scholarships	\$	500.00	\$	500.00	\$	500.00	\$	500.00
SSS SCHOLARSHIP	\$	500.00	\$	500.00	\$	500.00	\$	500.00
Grants and Scholarships								
Subtotal Admin Expenses	\$	69,195.00	\$	104,914.10	\$	84,925.00	\$	86,125.00
miscellaneous			\$	561.68				
WCB Expense	\$	120.00	\$	60.30	\$	100.00	\$	100.00
EI Expense	\$	825.00	\$	815.57	\$	1,100.00	\$	1,100.00
CPP Expense	\$	1,675.00	\$	1,609.13	\$	2,700.00	\$	2,700.00
Wages Summer Student	\$	3,300.00			\$	3,300.00	\$	3,300.00
Wages Office Staff	\$	35,000.00	\$	36,529.91	\$	43,500.00	\$	43,500.00
Utilities	\$	4,200.00	\$	2,692.28	\$	4,200.00	\$	4,200.00
Tel & Internet	\$	2,800.00	\$	1,920.88	\$	2,800.00	\$	2,800.00
eases			\$	562.50			Ť	
R&M Capital	\$	700.00	\$	35,234.63	\$	2,500.00 700.00	\$	2,500.00 700.00