

OCFF Board Meeting
Saturday, November 29th, 2008
Start: 9:30 a.m. End: 5:00 p.m.
Location: SOCAN Board Room, Toronto, Ontario

PRESENT: Peter MacDonald (Executive Director); Aengus Finnan (past president); Paul Mills (President); Ellen Hamilton (Vice-President); Dennis Landry (Treasurer); Candace Shaw; Dan Kershaw; Paul Loewenberg; Richard Flohil; Jan Vanderhorst; Larry LeBlanc, Nicole Rochefort, Tina Desroches, Dan Greenwood; Tamara Kater

1) Welcome. Acknowledgement of Aengus Finnan's past work as president of the OCFF by current president, Paul Mills. Welcome

2) Approval of the Agenda

The motion to approve the agenda moved by: Richard
Seconded: Dan K
Motion Carried, No Discussion

3) Approval of Minutes from 24, October, 2008 Board Meeting

Moved by: Paul M
Seconded: Candace
Motion Carried, No Discussion

4) Actions arising from the minutes

Action: Karen will consolidate action items and present by email or next meeting

5) Overview of the OCFF

Paul presented an overview of the OCFF since its inception in 1986.
(See copy of presentation attached)

Goal of this year is to set a VISION for the organization including overall strategic planning.

Discussion:

There is a crisis in succession--after this year no EC members left on Board so it is important to get EC populated with newer members this year.

6) Financial Overview and Treasurer's Report

Presented by Dennis

Described current year forecast, issues facing the OCFF in 2009-10, last year's fiscal results.

Books are balanced, partly due to the fact that money was saved on ED salary and partly due to additional fundraising.

Preparations for '09 budget are now in process.

In the past there was no formal process for committee input to the budget but now there is: Committee Budget Request Form for committees to provide information to Treasurer, identify potential revenue, rationale for budget request, expenses not reflected in current budget.

Dennis will assist committees with financial planning.

Moved to Accept the Treasurer's Report: Candace
Seconded: Dan G
Motion Carried
No Further Discussion

7) Lunch: 12:45-1:45

8) President's Report

Presented by Paul.
Paul stressed the importance of committees.

EC is proposing a **Strategic Planning Committee** (combing former committees of Stakeholder- Initiatives-PPG.)
This committee to take over research, deliverables, mission/strategy/vision, initiatives, diversity.

Moved to Accept President's Report: Dennis
Seconded: Paul L.
Motion carried.

9) Executive Director's Report

Presented by Peter Macdonald.
Discussion

Moved to Accept ED's Report: Richard
Seconded: Nicole
Motion carried.

10) Committee Reports

Committee chair's summarized reports (see attached.)

COMMUNICATIONS: Ellen
Discussion around the reduction of Folk Prints to 3 issues annually:

MOTION: "I move to accept the Communications Committee report and the recommendation to reduce Folk Prints from 4 to 3 editions annuals, including the conference edition": Paul
Seconded: Ellen
Motion Carried
Discussion

FINANCE COMMITTEE: Dennis
Motion to Accept Finance Committee Report: Dan G
Seconded: Jan
Motion Carried

FUNDRAISING: Nicole
Motion to Accept Fundraising Report: Paul
Seconded: Larry
Motion carried

NOMINATING: Jan
Motion to Accept Nominating Report: Larry
Seconded: Dan K
Motion carried

PP&G: Dennis, Peter
Motion to Accept PP&G Report: Ellen
Seconded: Tina
Motion Carried

ESTELLE KLEIN AWARD: Paul L
Discussion around professional presentation and process.

Motion to Accept Estelle Klein Award Report: Paul
Seconded: Dennis
Motion **NOT ACCEPTED** – request by Board for Committee to resubmit with changes on improving the award nomination process, presentation.
Discussion about the process.

CONFERENCE STEERING: Dan
Motion to Accept the Conference Steering Committee Report: Larry
Seconded: Jan
Motion Carried

Stakeholder Research: Aengus
Motion to Accept Stakeholder Research Committee: Jan
Seconded: Richard
Motion Carried
Discussion

Initiatives & Diversity: Candace
No report submitted, committee inactive.

Green: Ellen
Number of recommendations made to Board and staff about further reducing environmental impact. Request for Green recommendations on conference to be posted and included with conference materials not as a separate item.
Motion to Accept Green Committee Report: Dan K
Seconded: Dan G
Motion Carried
Discussion

11) Setting of Committees 2009

Committee Primer: Presented by Ellen (see attached primer)

Standing Committees Set:

COMMUNICATIONS:

Chair: Ellen Hamilton

Members: Richard Flohil, Candace Shaw

FUNDRAISING:

Chair: Nicole Rochefort

Members: Larry LeBlanc, Tina Desroches, Jan Vanderhost agreed to be members.

NOMINATING: Jan Vanderhost

PP&G: Tamara Kater

CONFERENCE STEERING: Dan Kershaw

Members: Richard Flohil

ESTELLE KLEIN AWARD: Paul Loewenberg

FINANCE: Dennis Landry

Ad Hoc Committees:

STRATEGIC PLANNING: Dan Greenwood

Members: Dan Kershaw and Larry LeBlanc

Motion to create an Ad Hoc Committee called Strategic Planning.

Moved by: Paul M.

Seconded: Paul L.

Motion carried

GREEN: Tina Descroches

Members: Ellen Hamilton

12) New Business: North America Folk Alliance Election

Peter described the proposal for the OCFF Board to nominate 5 individuals.

Discussion and consensus about 5 nominees (see attached list)

Motion to accept the 5 nominees to the North American Folk Alliance: Richard

Seconded: Ellen

Motion Carried

Motion to vote NO to the proposed bylaw change of the name of the North American Folk Alliance to 'International Folk Alliance': Larry

Seconded: Nicole

Motion carried

Discussion: The board feels the Alliance is not representative of international interests.

Meeting ended at 5:00 p.m.

Minutes Submitted by:

Ellen Hamilton

2008 7th December

Addendum to the Minutes: Following this meeting Paul Mills circulated a motion to the Board and the motion was carried to appoint Tina Desroches as the newest member of the Executive Committee in the role of Member at Large.