

**OCFF Board Meeting**  
**Friday, October 24<sup>th</sup>, 2008**  
**Start: 4:50 p.m. End: 6:40 p.m.**  
**Location: Executive Suite – Crowne Plaza Hotel, Ottawa, Ontario**

PRESENT: Peter MacDonald (ED-Designate); Aengus Finnan; Karen Flanagan  
McCarthy; Paul Mills; Ellen Hamilton; Candace Shaw; Dan Kershaw; Paul  
Loewenberg; Dennis Landry; Richard Flohil; Jan Vanderhorst

REGRETS RECEIVED: Suba Sankaran; Nicole Rochefort

### 1) Approval of Agenda, Welcome

The motion to approve the agenda moved by: Dennis  
Seconded: Jan  
Motion Carried

### 2) Approval of Minutes from 8 October 2008 Board Meeting

Moved by: Paul M  
Seconded: Candace  
Motion Carried

Discussion re: the Annual Report – AF did not receive year-end reports from  
all committee chairs. Because he doesn't have them all, AF will present a  
summary of committee activities at the AGM.

Discussion re: having an annual report that is posted to the web site that  
captures year-end activities for the committees, as well as information & stats  
re: our conference.

PPG Committee Report – add to the 'Parking Lot': 'Code of Ethics' for  
members and 'Ontario' in all its aspects – do you need to be a resident of  
Ontario to be a Director, etc.

Motion carried

### Actions arising from the minutes

ACTION: Jennifer to post 8<sup>th</sup> October minutes to the OCFF's Internet site.

### 3) President's Report

#### *Advance of weekend activities*

**Election update:** One shift still not covered: this evening, 7:30 p.m.  
– 9:00 p.m. – Aengus volunteers to do it;

Paul Loewenberg & Jan will conduct the final count at 3 p.m. Saturday  
afternoon in the Executive Suite. The executive will be told before the  
Gala Dinner (@ 5:30 p.m.) The results will be announced at the Gala  
dinner.

Data base should be updated for clarity at the poll (who is voting on behalf of a festival or organization.) Discussion followed re: possibility of online voting next year;

**Board Alumni Reception** – Tomorrow evening after the Gala Dinner; members of the Board were encouraged to pass the word among former directors.

**Music floor support** – everyone on the music floors should have either a delegate badge or a wristband. All members of 'guerrilla showcase' bands should be registered delegates. Board members are encouraged to assist volunteers whose job it is to ensure people have either a badge or wristband, if the need arises. It was agreed that some 'fine tuning' is needed vis-à-vis this issue, e.g., delegates need to know that there are no 'music' floors in the hotel on Thursday night.

**Silent auction** Silent Auction closes @ 5 p.m. Saturday. Additional support from Board members, and possibly more volunteers, will be needed.

#### 4) Advance of the Annual General Meeting (AGM)

The AGM will be held Sunday at noon.  
Paul L to manage signing in members @ the brunch/AGM

The agenda is as follows:

- Welcome
- Adoption of the Agenda
- Approval of 2006 AGM Minutes

- President's Report
- GM's Report
- Treasurer's Report
  - Motion to accept the Treasurer's report & financial statements
  - Motion to appoint the OCFF's auditor

- Elect the Directors
  - Jan will move to accept the newly-elected directors to the Board of Directors.
  - Motion to destroy the ballots;
  - Announcement of the 2008/09 Executive Committee

- New business

- Adjournment

#### 5) Election of the Executive Committee

Aengus has spoken with each member of the Board about whether they are interested in standing for election to the Executive Committee.

Three people have expressed interest in standing for the following positions:

Treasurer: Dennis Landry is interested in remaining as Treasurer – but stresses that there must be a ‘shadow treasurer’ to take over at the end of his term.

President: Current VP, Paul Mills, is interested in standing for the President’s position.

Vice-president: Current Member-at-Large, Ellen Hamilton, is interested in standing for the Vice-President’s position.

Aengus noted that all three Directors who have expressed interest in serving on the Executive have just one year left in their term – so it is essential that Directors think ahead to which roles they might fill on the 2009/10 Executive Committee.

Moved by KFM that Paul Mills, Ellen Hamilton, and Dennis Landry be elected President, Vice-President and Treasurer of the Executive Committee.

Seconded by Richard

Motion carried;

Paul acknowledges outgoing Executive members: President Aengus Finnan and Secretary Karen Flanagan McCarthy.

No current director has expressed interest in filling the role of Secretary. That role will be set at a later date.

## **6) New Business**

None at this time.

## **7) Upcoming Meetings**

AGM - Sunday, October 26 @ 12:00 – 1:15 p.m.

## **9) Adjournment**

Candace Shaw moved to adjourn the meeting

**Meeting ended at 6:40 p.m.**

**Minutes Submitted by:  
Karen Flanagan McCarthy  
16 November 2008**