

CREATIVE CITY NETWORK OF CANADA
Minutes from the 2018 Annual General Meeting
Wednesday, November 7, 2018 | 8:30am – 9:00am
Royal Bank of Canada Theatre, The Living Arts Centre 4141 Living Arts Centre Drive
Mississauga, ON L5B 4B8

1. Call To Order

Call to Order by Kelly at 8:32 AM

2. President's Opening Remarks/Introduction of the Executive

Kelly introduces Executive, and board members in attendance
Thanks retiring board members

3. Approval of the Agenda

1 -Alejandro, Saskatoon / 2 - Lisa Hickey, Calgary

4. Adoption of the Minutes from the 2017 AGM: October 20, 2017

1 - Rebecca, Oakville / 2 - Estero, Waterloo

5. Reports

a. Report from the President

The Creative City Network of Canada has had a busy year, as many of you have had in each of your communities.

Following a very successful Creative City Summit in Halifax last fall your Board of Directors and staff went to work, reviewing and updating the Vision, Mission and Values

Vision:

Culture is a core pillar of sustainability, facilitating positive change through creativity and innovation, and creating healthy, vibrant and engaging communities in Canada.

Mission:

Creative City Network of Canada connects and supports cultural leaders, celebrated cultural excellence, and nurtures cultural development in local communities throughout Canada.

The Board spent invested some focused time in the development of a new Strategic plan for CCNC . This new plan will guide the work of the Network for the next three years. The full strategic plan is posted on the website and has been distributed to the membership in our Member news, to keep all of you informed of the initiatives and activities planned for the upcoming years.

The Creative City Network of Canada (CCNC) is fortunately in good shape thanks to the foundational work done over the past couple of years. The Board was very pleased to move forward with our Budget planning, and thanks to the hard work of our Treasurer, Ali Sabourin, and our General Manager, Anna Whalen, contract staff and dedicated Committee Chairs, we were able to develop a budget that allowed us to allocated funds to support potential special projects in the upcoming year, which is very exciting! This past year has also involved a great deal of relationship building as we have been reaching out to other national organizations, potential funding partners and of course our members.

CCNC has been actively involved in over the past year with a number of projects and initiatives and engagements. We were honoured to participate in a number of speaking engagements on behalf of the organization.

Speaking Engagements:

We were invited to **Helsinki, Finland** to speak as part of the **Nordic Urban Lab** March 22-24, 2018. Sarah Douglas Murray CCNC's Vice President, and Ali Sabourin, CCNC's Treasurer represented us in fine style conducting 2 sessions during their visit. The conference was hosted by Nordic Urban Lab who had received funding to do three sessions over bi-annual basis; this was the final session. The purpose was to bring together people doing Cultural Planning from Nordic region. They are now considering CCNC as model for new organization. They shared similar challenges (regional scope) and discussed toolkits. Positive feedback was received from conference delegates regarding Canadian Cultural Planning, delegates knew about CCNC and valued it as a resource.

CCNC was also invited to present a session at the **Economic Developers Alberta Conference** in Banff Alberta on March 22nd, 2018. I was pleased to present a session on nurturing creative communities, on behalf of CCNC, which was very well received.

We also participated in the **Culture Days webinar** on April 24, represented by our General Manager, Anna Whelan.

We were also honoured to be invited to present at the **House of Commons Standing Committee on Canadian Heritage - Cultural Hubs and Cultural Districts in Canada**. Sarah Douglas-Murray our Vice President, presented on behalf of CCNC. We reached out for input from you as members, thank you to those of you who were able to forward information to us to inform the presentation. We shared that Cultural Hubs and Cultural Districts exist, or are in development in many of our member municipalities. While we heard a consistent message from our membership in support of the development and benefits of Cultural Hubs and Districts, it also became apparent to us that every community was unique and that the type, scope scale and definition for each community's assets were extremely diverse, however all were reflective of their communities. We shared our agreement that municipalities, the provinces and Department of Canadian Heritage should be working together to develop funding agreements and frameworks for the development and renewal of cultural infrastructure. We are fortunate to have representatives from Canadian Heritage with us once again for our Summit, and I look forward to our panel discussion on Creative Hubs immediately following our AGM.

Webinar

We were pleased to partner with MacEwan University to host a free Webinar for Members with John Howkins on May 1st, talking about the Creative Economy.

This was a first for us, so we would certainly welcome other ideas going forward.

Cultural Statistics Strategy (CSS)

The CSS working group has been very active and is chaired by:

Chair- Yvonne Chui and Co-chair, Ali Sabourin. This committee-consists of six member city reps plus the CSS national leads from our partners at the Department of Canadian Heritage. We have been distributing data as it has been released this past year and an update has been sent out to the member municipalities. If you are interested in learning more please contact either of our Chairs, or our partners from Canadian Heritage who are conducting a session as part of our Summit this week.

Regional Meetings:

Your Membership Committee has been very active and are working on a Regional Meeting Strategy: to encourage networking among members, and to reach out to communities who may not be aware of Creative City Network of Canada and the benefits we can offer. We hope to have some news to share with you soon on how we can provide a little support to help you host a meeting in your community.

Other requests:

Department of Canadian Heritage Grant Review Panel: CCNC also took part in a panel to review the Department of Canadian Heritage's Canada Arts Presentation Fund and the Canada Cultural Spaces Fund. Anna Whelan represented CCNC and shared some of the feedback we had received and gathered from members.

Global Affairs Canada: There was a request to our General Manager from the Federal Government (Global Affairs Canada) for CCNC to be included in international market-facing literature on Canada's Cultural Infrastructure. It is very exciting for CCNC to be included and consulted at this level.

The Creative City Network of Canada is developing a little bit of an international profile, we are evolving you might say into a "platform for partnerships", a network that creates an ecosystem for collaborative relationships throughout the country. We would like to reach out to you as our members for input and ideas on what shape these partnerships can take going forward? We are also looking for feedback on potential research projects, case studies, webinars, speakers, other types of awards, or something else.

We are taking steps to move our organization forward to be more in-line with your needs as members. We are looking for more opportunities to provide connection, to engage as colleagues, to provide professional development opportunities, and to share information and resources.

Some of the initiatives the board and staff will be talking about in the near future include:

- Potential small research projects

- Webinar/ podcast initiative
- Updating some of our tool-kits
- Updating some of the resource information on our website

It is important that we hear from you our members, so I invite you to share your ideas or suggestions with us. I look forward to building on the foundations of the past, our long- term planning. I also look forward to building on the collaborative relationships we have developed and moving forward to developing more platforms for partnerships, and embark on some new projects for CCNC that will benefit you as members.

I have been honoured to serve alongside a very dedicated group of individuals to assist and support each of you as members, as you promote and develop Culture in your respective communities.

b. Report from the General Manager

Anna Whelan

Good morning. I hope you are finding this summit's programming to be inspiring and provocative as well as having a chance to explore the many enticing ingredients that make Mississauga such a vibrant city.

It's my pleasure to both re-connect with so many members and meet new members at our national Summit. I joined CCNC in 2013 as the new Member Services & Communications Coordinator, and I am excited to be taking on the new challenge in my role as General Manager. I am also delighted be in Mississauga for the first time, for my fourth Creative City Summit. I would like to take this opportunity to thank my colleague, and the other half of the CCNC staff, Viahsta Yuan, for all her hard work in making this year's Summit such a success.

I'd like to thank our Host Coordinators, Michael Tunney and Carmen Ford, the Mississauga Summit Planning Committee, and the City of Mississauga for everything they have done to make this Summit happen. I look forward feedback from the delegates, as it is your feedback that leads to our overall programming and ensures the success of our annual Summit.

I would also like to thank the board of directors for their continued support this past year.

At our AGM, we have a chance to look back at our previous year to reflect, and in the case of 2017 – 2018, to celebrate the many highlights beginning with the Halifax Summit. From the wonderfully, innovative Welcome Reception, to the Study Tours that showed us all that Halifax has to offer, Halifax definitely rose to the challenge and brought to life the theme of *Views from the Edge: Periphery, Perspective, and the Contemporary City*. We were also fortunate to have Minister Joly speak about Creative Canada, a discussion that will continue on this year through our panel, *Connecting All of the Pieces: Creating Creative Hubs in Canada*, which will start off with a presentation from Ramzi Saad from the Department of Canadian Heritage. A big thanks to Elizabeth Taylor and her team in Halifax for starting that discussion last year.

At the heart of CCNC is its members. By hosting an annual summit we have the privilege of showcasing a member municipality but equally important is the opportunity to bring our members from across Canada together to connect, learn and share. With that in mind, we also acknowledge that attending the annual Summit is not possible for all of our members. Our member news, members' portal, and listserv are vital links for our members to connect and learn throughout the year from across the country. This past year, in an effort to offer additional opportunities for our members, we partnered with MacEwan University to facilitate a web-streamed presentation by John Howkins, which was free of charge, to CCNC members. We plan to continue exploring similar opportunities, including facilitating the planning of regional meeting opportunities for our members.

A network is about the conversation: Starting it. Continuing it. Taking it to new and exciting places. With a strong financial picture, I look forward to working with Viahsta, the board, and our members as we continue to grow and expand the network.

c. Report from the Treasurer

Ali Sabourin

The financial statements have been prepared by Tompkins Wozny and the Fiscal Year end is March 31, 2018.

As you may notice, the statements were subject to a Review Engagement, which is a statutory requirement.

So now we turn to the numbers. Overall, the CCNC was in a stable phase of development, and at the start of the fiscal year, the Board approved a deficit budget of approximately \$11,248. In the end, the overall performance showed a surplus of \$15,600.

The Positive Variance of ~ \$ 26,848 is mainly due to the following:

- 1) A strong summit in Halifax, which included strong summit registrations, and additional activities such as the Halifax Explosion boat tour that Halifax contributed at their expense, in addition to a \$10,000 grant that Halifax secured from the Province of Nova Scotia. And also,
- 2) Underspensing on wages (gapping of \$ 7,000)

Major initiatives supported in the budget, which was themed "strengthening our foundation" include:

- Year three of the Awards program Delivery of the Halifax Summit (which was expanded to three full days)...and the planning of the three day Mississauga Summit
- Final Pilot Year in the Cultural Statistics Strategy
- Foundation projects: website content refresh and investigating grant opportunities

More good news is the organization is considered financially stable and healthy:

1. We have a healthy level of membership renewal (it increased by ~\$ 11,000 year over year)

2. We continued the strong trend of full capacity summits over the last 6 years (from Victoria to Ottawa to Hamilton to Kelowna to Surrey to Halifax)
3. Our net assets are very healthy at ~ \$90,000 [NOTE: \$89,933].

i. Motion to approve the Financial Statements for the year ending March 31, 2018.

1 - Alejandro - Saskatoon / 2 - Michael - Mississauga

ii. Motion to appoint Tompkins, Wozny, Miller & Co. as the accountant to prepare the Review Engagement for the year ending March 31, 2019.

1 - Karen, Richmond Hill / 2 - Ellen - Burnaby

6. Election of the Board of Directors

Paula Davis - Nominance and Governance committee Chair

- Presenting a full slate
- 1st call for nominations from the floor
- 2nd call
- 3rd call

NONE.

1 - Rebecca, Oakville / 2 - Anne, Hamilton

Slate presented - 3 new board members

1 - Conrad, Richmond / 2 - Tosha, Leduc

7. Motion to Approve and Ratify all accounts, contracts, proceedings, elections, appointments, payment of monies as set forth in the regularly circulated Minutes of the Board of Directors meetings.

Kelly thanks outgoing members

1 - Paula / 2 - Rebecca, Oakville

8. Adjournment

1 - Alejandro 2 - Brent