

WOMONSPACE (WS) MEETING
March 4, 2007
Location: Pride Centre-Norwood

Present: Norma (Past President), Cindy (Vice-President), Trish (Treasurer), Colleen (Membership), Tara (Newsletter), Cougar (Activities Committee), Dolly, Gail, Sandy, Donna (Members) Kate (Newsletter), Jenn (Activities)

	Agenda Topic	Discussion and Decisions
1.0	Call to Order	Norma called the meeting to order at 10:37 a.m.
2.0	Adoption of Agenda	Addition to Agenda 4. New Business 5(f)4 Kat Danzer, 5(f) 5 March 31 Dance5(h) E-mail Accounts, 5(i) Volunteer Recognition Motion to accept as amended. Moved by Tara. Carried
3.0	Review and Adoption of Minutes from WS January 7, 2007	Motion to accept the minutes as presented. Moved by Colleen. Carried
4.0	Unfinished Business	
	a) February Concert and Dance Report	Trish reported. General Notes It was discussed that Cougar would keep the bottle return proceeds. <ul style="list-style-type: none"> ▪ Motion was made that Cougar should be paid for gas. Cougar declined Discussion was held on payment of bartender as she was paid \$100.00 instead of \$75.00 It was resolve that the agreement for bigger events would be the higher amount. Jenn made a motion that Womonspace purchase two tills up to \$300.00. Carried. Board approved the purchase of two tills to be used at Dances. One for the bar and one for admissions with the revenue and cash reconciliations to be used for balancing and reporting of revenue. <ul style="list-style-type: none"> ▪ Tara made a motion to adopt the amended EVM preliminary budget. Carried
	b) 2007 Sponsorship Program Update/Silent Auction	Discussion was help on trying something different than the sponsorship package for 2007. The idea of having a Silent Auction with the May 12 th dance was proposed. Stuffers would be put in the April and May newsletter as promotion. Donated gifts would be divided in to door prizes and silent auction items. Norma encouraged that the board re-address the Sponsorship Package again in 2008. Cougars Critter's offered a gift/donation for the silent auction. Cindy to contact Michael Phair regarding the sponsorship of the Pride Dance
	c) Promotional Materials 1)Market Brochure 2)Program Brochure	Colleen reported and submitted the Marketing Brochure draft recommending that we print and fold it ourselves rather than paying to have it done. Jenn suggested getting a quote at Office Depot. Motion: to accept Marketing brochure as drafted was made by Jenn CARRIED Colleen agreed to confirm that the "Objectives" section was correct before printing.

	<p>d) Newsletter Designer Resignation Update</p> <p>e) March 16th Games Night</p> <p>f) 2007 Budget Review</p> <p>g) Board Vacancy - President</p>	<p>Sarah has been having difficulties getting the March newsletter ready. Tara suggested asking Marcie to step in. Norma suggested that Tara contact Sarah and if the newsletter could not be finished promptly that we would hire it out. Norma agreed to call Marcie to confirm if she was available and offer compensation. Jenn suggested that Jenny maybe able to help with the March newsletter. ACTION: Norma would contact Marcie to assist with newsletter if she was unavailable then Tara would find a contractor to do it for us. March 15th was confirmed the April Newsletter deadline.</p> <p>Confirmed that the same people who brought games to the prior games night would once again bring the games. The Pool Tournament start time was set for 8:00 p.m. Trish agreed to be responsible for bring the snacks. Linda was confirmed the volunteer as the toonie collector at the door.</p> <p>A brief overview of the 2007 Budget was made. Trish brought forward a few changes Jenn made a motion to adopt the proposed budget. CARRIED</p> <p>Jenn has agreed to be the Interim President until the AGM in Oct. The board agreed to evaluate this in July. Cougar has agreed to take over as the Activities Director. Cougar noted that she would be making all future alcohol purchases at Superstore rather than Target.</p>
5.0	<p>New Business</p> <p>a) Advertising - External Publication</p> <p>b) Pride Week 2007 Update</p> <p>c) Pride Centre Partnership Initiatives</p> <p>d) Membership Committee Report</p> <p>e) Fees and Charges Schedule</p>	<p>Discussion was help on our use of external Advertisers. Colleen agreed to be the designate for contacting external sources IE SEE/VUE/Examiner/Gay Calagary.</p> <p>A brief discussion was help regarding Pride Week events.</p> <p>Cindy reported that she was in contact with the Pride Centre regarding a liason with them for future events such as a community wide submission in the Capital Ex Parade/assistance with the Friday Night Women's Discussion Group and a Coffee House to be held at the pride Centre.</p> <p>Colleen reported that there are 160 current members. Our membership drive will include advertising the See magazine/Vue and The Examiner. We will be holding a booth at the After Pride Parade. Possible activities: face painting, Balloons, tattoos. Water bottles promotion at the Gay Cup. The board approved 100 water bottles and 500 tattoos or other promotional item. A motion for a budget of \$500.00 was requested by Colleen and approved.</p> <p>Kate presented the Fees and Charges Schedule. Addition - of and effective date of March5th was requested. Kate made the motion to adopt CARRIED</p>

	<p>f) Womonspace Event Review</p> <p>1) Pine Trails Camp-out</p> <p>2) Family Picnic</p> <p>3) April Coffee House</p> <p>4) Kat Danzer</p> <p>5) March 31 Dance</p> <p>g) Event Vendors</p> <p>h) E-mail Accounts</p> <p>i) Volunteer Recognition</p>	<p>Discussion of a combined event with Pine Trails was discussed for a weekend of camping. Estimate of \$20.00 per person per night. Payments for the event are to be made directly to Pine Trails. Cougar agreed to provide advertising to newsletter and Jenn to provide posters.</p> <p>Cindy had brought this idea forward but due to the number of events already being organized it was agreed to suggest this next year</p> <p>Norma would provide Jenn with a list of contact. Jenn to rent equipment.</p> <p>Jenn suggested a pre-dance event/concert from 7-9 in conjunction with a regular dance possible in Sept. It was noted that an extended liquor license would be required and the lic. # provided to Trish. Cougar agreed to look into a resale license for our events.</p> <p>Trish agreed to pick up the food. Cougar to pick up liquor. DJ to arrive at 8 p.m. to set up. All other set up to start at 7 p.m.</p> <p>It was agreed that all vendors would pay \$10.00 to have a table at any Womonspace Dance/Event. Only vendors who were current member to be allowed a table. Jenn agreed to contact prior vendors with these changes. Each vendor is to contact Jenn prior to any event that they wish to set up a table. Tara agreed to add the Vendor Fee to the Fees and Charges Schedule.</p> <p>Kate reported that there is significant volume coming into the general e-mail account and request some assistance in forwarding them to the correct contact person. We need to update our distribution list. All general e-mails will be opened by Kate then forwarded to Jenn if necessary and consult with Cindy on e-mails that need special attention. Everyone was asked to forward each of their passwords to Jenn. Jenn would e-mail and request this from the board members. Cougar does not currently have e-mail so note contact phone number as 780-672-9474</p> <p>To be held the third week of April/ Karen and Monica were to consider the creation of a volunteer registry. Norma to follow up with Monica. Kate need current e-mails of volunteer to forward group e-mails. Thank you cards and gift certificates to be given out. Board appreciation dinner at Boston Pizza on 124 st. to be help April 21st at 7 p.m. Members welcome to bring a guest.</p>
6.0.	Monthly Reports	Submitted reports are as follows: Trish present the financial statement. Kate motioned to Approve CARRIED
7.0	Next Meeting	Sunday, May 6th at Pride Centre @ 10:30 a.m.
8.0	Adjournment	Motion to adjourn meeting. Moved by Kate. Carried.