

Board of Directors Opera Kelowna

Meeting Minutes

Date: Tuesday September 20, 2022

Time: 6pm (max 90 minutes business meeting)

Location: Zoom (emailed to participants)

BOARD ATTENDEES: Allan Neilson (AN), Maria Correia (MC etc), Riley Dunsmore, Anna Warwick Sears, Paul Stephenson

Absent: Colin Ford, Gayle Lunn

STAFF: Artistic Director, Managing Director

Attachments: Minutes of July 19, 2022

Artistic Director Report

Managing Director Report

Proposed Budget for next year

1. Call to Order 6:07pm
2. Approval of Agenda mover AS, passed
3. Approval of Minutes mover RD, passed
 - a. July 19, 2022

4. Staff Reports
 - a. Managing Director
 - b. Artistic Director

5. Board Matters
 - a. Alison Cathcart- recommendation for board membership - motion, passed
 - b. Oct 2 Board Session
 - i. Facilitator
 - ii. Logistics CF and MC
 - iii. Allan's Agenda ideas
 1. Staff to present for discussion "lessons learned" about summer season
 2. Confirm vision, mission pillars
 3. Identify specific objectives for coming season
 4. Board skills development
 5. Board succession; position of President/chair

6. Board Committees

- a. Governance & Finance update from AN and RD
 - i. Increasing pay for position of Managing Director or hiring more assistance
 - ii. Recruiting employees and board members
 - 1. Why are we struggling to secure and/or retain employees & board members?
- b. Fund Development update from GL
- c. Grants Committee update from MC

7. Company Finances update from RD on current situation & anticipated fiscal year

- a. Do we have approval to change our year end to Dec 31? - yes
- b. Does our accountant require approval for a compilation agreement?

Yes, moved by MC, moved

Motion to ratify fiscal year to Dec 30, 2022 , moved by AWS -passed

8. New Business - none

9. Next Meeting Tues Nov 15, 2022 @ 6pm

- a. Deadline for staff (BW & RT) to send reports to PS is Nov 8 (new date) b.
- Board members will receive Meeting Package & Draft Agenda on Nov 10

10. In camera session (15 minutes) staff (BW & RT) leave meeting

- a. BW contract

11. Adjournment - 8:09pm