

# FOG Board Meeting

August 3, 2021

**Facilitator** Janet McLean

**Meeting** called to order by: Janet McLean @7:02

**Type of meeting:** FOG Board (ZOOM)

**Note taker:** Diane Bell

**Attendees:** Janet McLean, Brett Zawadiuk, Nicole Stratton, Katherine Irwin, Debra Meakins, Ieuan Evans, Melanie Kurger, Diane Bell, Carl Charest.

**Absent:** Shaffina Mohamed, Zahra Merali

**Guests:** none

## *Minutes*

### **1. Welcome and Adoption of Agenda and July Minutes (Janet)**

Debra motioned to accept the minutes, Brett second the motion

Janet made the following amendments to the July 2021 minutes, confirming that the vote taken at the July Board meeting – up to \$25,000.00 was to be donated to Luminaria 2021 and up to \$500.00 for hospitality for the proposed August 29<sup>th</sup> 2021 FOG event at the Garden. Brett motioned to accept the amended July minutes, Ieuan seconded.

### **2. Administrative update**

**Resignation (Janet):** Jessica has resigned as Administrative Executive due to family commitments.

- Suggestions for recruiting – contact persons previously interviewed, post position in garden newsletter and on website. Ideally, we could recruit someone with demonstrated interest in the Garden (FOG member, annual pass holder, etc.).

**Financial Report (Diane):** Community Spirit report \$53,009.45, Casino Account \$16,427.27, T-Bill Account \$276.22

- Donation from Benevity Group \$1693.50
- In process of doing a Financial review
- U of A Endowment Fund approximately \$2.25 million
- Financial, accounting review – Diane will deal with

**Bylaw update and related updates (Janet):** Brett on committee with U of A, 2017 last update to FOG bylaws, needs to be updated by 2022. Motion to move AGM from April to June through changes to bylaws. Motion by leuan Evans, seconded by Debra Meakins, unanimous support. Need to confirm record for Societies Act Objectives for grants, insurance, initiatives – Janet will go to Corporate Registry. CRA update, need to update Friends of the Garden new name. Executive roles and responsibilities need to be defined and documented – Janet, Brett, Diane to complete.

**Insurance (Janet)** – currently carry Directors' liability insurance for sure, need to check general liability insurance – Janet will look into.

### **3. August 29, 2021 – FOG Event Arrangements (Janet)**

Janet has met with Georgina to arrange catering, invitation to Fog members and garden pass holders, & reserving the Pine Pavilion. Maximum of 100 people at round tables, budget is set at a maximum of \$500.00. Janet would like to hold 30 places for special guests i.e. past presidents, past directors, crafters, donators.

A suggestion was made to possibly postpone the event due to the Covid Delta variant. Possible date to hold the event is June 2022. A motion was made by leuan to postpone the FOG event until June 2022 to coincide with the AGM. **The vote was unanimous to postpone the FOG event to June 2022.**

### **4. Luminaria Update (Janet)**

Janet will meet with Garden staff on August 18<sup>th</sup>:re: Luminaria. Plans should be finalized.

Ideas from FOG are Aga Khan Light show and costume workshop (Covid permitting) –

50/50 committee: Katherine has agreed to work on this project **if** she has several people to work with her. It was suggested FOG needs a project to promote the 50/50 draw i.e. proceeds will go to Luminaria or some specific project at the Garden.

FOG will receive the proceeds form Luminaria ticket sales on December 21<sup>st</sup> 2021 and January 1<sup>st</sup>, 2022.

Sponsorship: Janet suggested Shaffina would be a good candidate to work with Garden staff on this.

### **5. Travel Alberta Grant (Janet)**

A proposal has been sent to Travel Alberta for a matching grant of \$300,000.00, amounting to a total of \$600,000.00 for Dining Domes for a Winter Dining experience at the Garden. September 1<sup>st</sup> we will know if proposal is accepted.

## **6. Art Glass – Emma Auford (Janet)**

Emma has an Art Glass business that FOG could partner with to make a special ornament for Luminaria

## **7. Directors Report: Carl Charest**

- Clark construction will begin construction on the Diwan at the Aga Khan Garden in October 2021 to be completed May 2022, projected opening August 2022.
- Garden is hosting 50 people including the Board of Directors from the U of A at a picnic lunch on August 26<sup>th</sup>, during which
- U of A President Bill Flanagan will tour the Dyde House.
- Travel Alberta grant will further enable the Garden to become self sufficient.
- Consultant will be assisting the Garden with strategic planning this autumn.

**Finance:** July finances were reviewed.

**Next meeting:** September 7<sup>th</sup> 2021, at 7pm, via ZOOM.

**Meeting adjourned at 8:20 p.m. by Brett.**