



## CULTURAL ROUNDTABLE MINUTES

APRIL 6, 2017

MICHAEL WRIGHT ART GALLERY, 4:30PM –  
6:30PM

Gathering Place #200 – 2253 Leigh Square, Port Coquitlam, BC

---

**Attendees:** Susanna Walden - Executive Director BIA, Roger Loubert – President, Arts Connect, VP TC Community TV, Deborah Solberg – Artistic Director, Theatrix, Linda Dore, Port Coquitlam Watershed Society, George Lukach – Wilson Centre Honeycombs, Alexine Law – President, Art Focus, Brad Nickason – Commercial Artist, Joann Sleiman – Acting Manager, Terry Fox Library, Christine Malone, Sherry Carroll – Art Focus and Coquitlam River Watershed Roundtable, Terry Villeneuve – FOLS, Julie Schmidt – President, Port Coquitlam Heritage and Culture, Kelly Beam – Coordinator, Port Coquitlam Heritage and Culture, Thelka Wright, Michael Wright – CDMF Performing Arts Festival, Jean Peachman, Doris Wilcox – Hyde Creek Watershed Society, Geoff Scott – Tri Cities Community TV, Christine Han – Vancouver Kiwanis Music, Fred Hulbert, Freddy Hulbert Jr, Laurence – Kwikwetlem First Nation, Tony Kosta – Polone Tri City, Carrie Nimmo – Cultural Development and Community Services Manager, Robert Sullivan – Adult and Access Services/Art and Culture Coordinator, Sandy Battle – Events Coordinator, Zach Lundrie, Lesley Perry – Program Assistants, Arts and Culture City of Port Coquitlam.

**Note Taker:** Zach Lundrie

**Goal of Cultural Roundtable:** To share information and resources and work together to develop new cultural initiatives.

### **Community Cultural Development Investment Program:**

- The application deadline is April 30
- There were some questions around, and interest in, the program. Those interested are to email Carrie Nimmo at: [nimmoc@portcoquitlam.ca](mailto:nimmoc@portcoquitlam.ca)

### **Training/Workshops:**

ArtsBC Conference – New Fundamentals of Arts and Culture Leadership – April 27-30, Ucluel and Tofino

### **Festival Development Action Plan Draft Presentation:**

- Carrie Nimmo presented the draft Festival Development Action Plan.
- Christine Malone recommended the MWAG open on Sundays.

- Carrie Nimmo agreed with the Sunday recommendation.
- Alexine Law asked if the \$60, 000 allocated to the plan had already been spent.
- Carrie Nimmo replied that it has not been spent; Council needs to give final budget approval in early May.
- Thelka Wright asked if the Canada 150 events are finalized. Carrie Nimmo replied activities and events can still be added.
- Susanna Walden asked if there were opportunities for smaller events outside of Leigh Square. Carrie Nimmo replied one of the goals is to animate Leigh Square.
- Carrie Nimmo, Rob Sullivan and Zach Lundrie shared some of the smaller events taking place currently, such as Crossroads and the recent Youth Concert.
- Susanna Walden suggested activating some of the vacant lots in the downtown core.
- Deborah Solberg suggested animating the trail between Lions and Gates Parks; expressing this area is heavily travelled and an opportunity to engage a large number of people.
- Julie Schmidt announced there is Heritage money available to update the informational signage along the trail.
- Linda Dore asked if groups could apply for grants with a 2 year cycle.
- Carrie Nimmo replied this is a possibility; the process is being finalized.
- Linda Dore asked when the grant applications are approved.
- Carrie Nimmo replied, staff plans to review the guidelines and criteria for festival funding and the goal is to allow enough lead time to receive funding and then plan for the festival. Note: the 2017 applications are now going to the Healthy Community Committee for recommendations to Council for approval. They are scheduled for the May 23 Council meeting.
- Sherry Carroll recommended creating a Festival Planning Kit for group to reference and utilize - Port Moody has something similar.
- Create a Festival Planners Network to assist with event planning.

### **Small Group Discussions: PoCo Festival Development Action Plan**

1. What is your vision for festivals in PoCo?
2. What organizational model do you think works best to oversee the Festival Committee and Festival Development Executive Director – a not-for-profit?
3. Do you see the benefits of offering a PoCo Festival Kit to festival organizers?
4. Do you see the benefits of the City funding festivals?
5. Would you like to get involved in a festival by producing an event, promoting, volunteering or attending?
6. Would you like to get involved in the festival work group?

### **Discussion/Feedback Received**

### **Question 1 – What is your vision for festivals in Port Coquitlam?**

- Variety. Different types of Festivals; something to appeal to everyone.
- Well-Funded – funding is required to secure appropriate talent and resources. Potential funding sources include the City and private sponsors.
- Music, Shakespeare, Art festivals, Family oriented, involve First Nations (maybe a Halloween Fireworks).
- Other ideas: buskers, other instruments on the street, increase use of band shell, busker policy (music, balloons, vibrancy, and move things around).
- Festival group meet on a regular basis.
- Round Table participants promote each other's events.
- Greater communication between the groups.
- Communication/coordination between Tri-Cities' art and culture organizations.
- Festivals 4 times a year (one for each season).
- It would be great to have a committee with capacity to assist groups.
- There is a need to have a paid staff person, not just volunteers.
- There is the potential to utilize summer students through the HRDC grant; this person would need to be supervised.
- The City needs to be a resource (marketing for example)

### **Question 2 - What organizational model do you think works best to oversee the Festival Committee and Festival Development Executive Director – a not-for-profit?**

- The existing not for profit society may take on a broader role to umbrella arts of all forms, cultural groups and a festival committee. Sharing and supporting each other. (i.e. Cooperative Market)
- An Umbrella organization with arts of all forms, cultural groups and ethnic groups, committees on arts council and a festival committee.
- Not for profit – to gain the ability to apply for grants.
- Have a designated paid person – the committee will not be successful if just volunteers are utilized.
- Producing/promoting – ensure effective appropriate promotion.
- The Committee should be a resource and not run the events.

### **Question 3 - Do you see the benefits of offering a PoCo Festival Kit to festival organizers?**

- Yes.
- A Festival Kit is needed to make events successful.
- A Festival Kit would encourage small organizations to increase their involvement.
- A complete list of the steps and processes necessary and involved.
- A comprehensive volunteer list stating the potential volunteers interests, qualifications and availability.

- The kit's content would have to contain information such as step by step instructions.

**Question 4 - Do you see the benefits of the City funding festivals?**

- Yes

**Question 5 - Would you like to get involved in a festival by producing an event, promoting, volunteering or attending?**

- Interested in a Children's Fest or Family Day.

**Question 6 - Would you like to get involved in the festival work group? List of those interested:**

- Doris Wilcox
- Geoff Scott
- Brad Nickason
- Michael Wright
- Thelka Wright
- Christine Malone
- Suzanna Walden (maybe)
- Heritage
- Deborah Solberg
- Hyde Creek Watershed.

**Next Meeting: May 18, 5-7pm – NOTE NEW TIME!  
Leigh Square Community Arts Village  
Michael Wright Gallery, The Gathering Place  
200-2252 Leigh Square**