EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: February 4, 2025 @ 6:30 PM

Location: Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Meredith Shewchuk	
Bridget Stirling	Drew Walker	
Larry Bejcar	Shamair Turner	
Marilyn MacGillivray	Gordon Holt	
Jill Day		

Guests: Terry Wickham

1. **Call to order** 6:30pm
2. **Approval of Agenda** Gord/Larry M/S/C
3. **Approval of Minutes** Gord/Larry M/S/C
    - January 7, 2024 Meeting Minutes
4. **Correspondence**
    -
5. **Reports -** Shamair/Larry M/S/C
    - Producer's Report (Terry)
        i. Will be away Feb 1 - March 9, 2025, but available via email.
        ii. Will be working with Margot to develop an organization chart this week.
        iii. Welcoming a new assistant to the team.
        iv. Terry will provide a written report to add to the minutes.
    - Scholarship Committee
        i. We have revised the terms of reference and hope to recruit new members to the committee this year. We currently have four fantastic members but recently lost one due to personal circumstances. We are grateful for their time serving on the committee.
6. **New Business**

- Identify which committees will submit reports at AGM
    i. Chair
    ii. Treasurer
    iii. Member Services
    iv. DAI Committee
    v. Bylaw Adhoc Committee
    vi. Scholarship Committee
- Identify responsibility for Board reports at AGM
- Assign responsibility for specific AGM items (see AGM Checklist: Section 9.7)
- Notify members of candidates and distribute biographical information
    i. Invite to March meeting
- Annual Committee Terms of Reference review
    i. Scholarship Committee ToR Update

Motion to accept the updated terms of reference for the Scholarship Committee Gordon/Jill M/S/C

7. **Old Business**

- Casino Update
    - 2 casino roles to be filled - just one week away!
- Prepare any suggested bylaw changes
    - 2 meetings with the lawyer and the ad hoc committee. First draft of bylaw changes are in the works and will be brought to the board when ready for approval.
    - The amount of participation and skill that our volunteers are bringing in is great. We are on the right track.
- Invite new candidates for Board status to attend Board meeting
- Revisit RFP for beer gardens conversation

- One more year with our Big Rock contract, then we may consider opening things up. They will still be welcome to submit an RFP (or be involved in whatever process is decided upon). It may be possible to have an additional smaller vendor, although other festivals have not recommended that format to Terry in the past. It would be nice to have non-beer options available.

8. **In-Camera Discussion**

9. **Open Forum**

   - Drew - Joined a 50 person choir, “The Vox Collective,” and would be interested in collaborating on a folk fest performance. We are open to festival collaborations if any artists express interest! It’s so magical to sing in community.
   - Shamair - Five Artists, One Love at the Winspear was an amazing performance - “Soul of the City” themed. Showcased some musical talent local to Edmonton. February 22nd music event at the Art Gallery for anyone interested.
   - Jill - Winter Appreciation Event went really well. Comfy chairs, Benjamin, and everything was well received with positive feedback. It’s time to renew EFMFS memberships now. **All volunteers** should be notified of membership opportunities and perks in the volunteer newsletter.

10. **Items for Next Meeting(s) - March 4, 2025**

    - Approve AGM Agenda (if this is the last meeting before AGM)
    - Evaluate Board results for the Year (if this is the last meeting before AGM)
    - Progress report on priorities (if this is the last meeting before AGM)
    - Identify priorities continuing into next Board year (if this is the last meeting before AGM)
    - Invite new candidates for Board status to attend Board meeting

11. **Adjournment** Larry/Gord 7:47pm

Submitted by: Drew Walker

Date: 2/4/2024

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: March 4, 2025 @ 6:30 PM

Location: Folk Fest Offices

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Bridget Stirling	
Marilyn MacGillivray	Gordon Holt	
Jill Day	Larry Bejcar	
Drew Walker	Shamair Turner	
Meredith Shewchuk		

Guests: Terry Wickham, Lorie Miseck, Bob Meyer, Ryan Tunch, Rebecca Alexander, Gene Mueller

1. **Call to order** 6:35pm
2. **Approval of Agenda** Shamair/Bridget M/S/C
3. **Approval of Minutes** Larry/Jill M/S/C
   - February 4, 2024 Meeting Minutes
4. **Correspondence**
   - Gene Mueller - Volunteer Emergency Relief Fund correspondence
     i. There is agreement that we need to develop a charitable giving framework as an organization. We will revisit this after the festival.
     ii. This may have previously fallen under the Endowment Committee.
   - Richard Stuart - Alberta Community Development Newsletter
     i. Good webinar learning opportunities about non-profit board governance
5. **Reports** Meredith/Gord M/S/C
     i. New auditors have requested a team meeting to understand the scope, deliverables, expectations, etc., so we can set them up for success. Meeting is next week.

Exit Terry and Lorie

6. **New Business**
   - New bylaws draft
     i. Minor edits identified

ii. Final agreed version to be distributed to membership no later than April 6, 2025

- New Society Member Applications:

  i. Sarah Barriage; Tara Estrin; Scott Finnerty; Trent Hardin; Donna Mackey; Tim Onciul; Alice Oscar; Cathy Pruden; Matthew Remley; Alan Toft; Pam Amulaku; Adrienne Bailey; Christie Campbell; Tracy Deline; Kristen Hennessey; Jesse Hunt; Luther Kadima; Jenna Knight; Tyler Pollock; Jill Razzell

Motion to approve new members that have been vetted by volunteer managers - Gord/Bridget M/S/C

- Member renewals - outgoing reminder messages (Larry)

  i. Messaging needed to encourage membership. There is about 100 members that have not renewed yet.

  ii. It would be nice if members could tap or set up an auto-renewal

7. Old Business

- Casino Debrief (Jill)
  - We have such a nice group of volunteers, thank you to everyone involved!
  - Already starting the application process for next year's casino.
  - Suggestion: count casino volunteer hours towards festival volunteer hours?
- Invite new candidates for Board status to attend Board meeting
- Assign responsibility for specific AGM items (see AGM Checklist: Section 9.7) (p. 91)
  - Cloverdale Hall has been booked for April 27, 2025
  - Bios due for candidates on April 1, 2025 (send to Helen)
  - AGM reports due on April 1, 2025 (send to Helen)
  - AGM notice will go out on April 8, 2025, as part of the society newsletter
  - AGM documents will be on the website by April 10, 2025 (exception: financials)

- Memberships are available until April 17, 2025. All board members must pay their membership by the deadline.
- MSC at the AGM: **9:30am** meet Helen at the office to collect things to take to the meeting; **10:30-11:00am** arrive at hall for set up and sign ins; **3:00-3:30pm** clean up.
- Questions from Helen - Drew to respond

8. In-Camera Discussion

9. Open Forum

10. Items for Next Meeting(s) - April 1, 2025

- Approve AGM Agenda
- Evaluate Board results for the Year
- Progress report on priorities
- Identify priorities continuing into next Board year
- Charitable giving framework (revisit post-festival)
- Alberta Community Development Newsletter - include in May agenda

11. Adjournment 8:43pm

Submitted by: Drew Walker

Date: 3/4/2025

EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: March 13, 2025 @ 8:00 PM

Location: Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Bridget Stirling	Shamair Turner
Larry Bejcar	Marilyn MacGillivray	Jill Day
Gordon Holt		
Meredith Shewchuk		
Drew Walker		

Guests: Bob Meyer

1. **Call to order** 8:02pm

2. **Old Business**

   - New bylaws
     - Cam sent out the new bylaws draft with requested revisions to the Board on March 10, 2025.
     - Cam also sent out a feedback survey to share with the membership in case there is feedback from EFMFS members.

Motion to accept the consolidated bylaws dated March 10, 2025 and move forward in the process of consultation with the Edmonton Folk Music Festival Society members.
Gordon/Meredith M/S/C

3. **Adjournment** 8:10pm

Submitted by: Drew Walker

Date: 3/13/2024

Board of Directors Meeting

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Date & Time: April 1, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cameron McCormick	Larry Bejcar	
Meredith Shewchuk	Bridget Stirling	
Shamair Turner	Drew Walker	
Jill Day	Marilyn MacGillivray	
Gordon Holt		

Guests: Tomi Ameobi (virtual, Duncan Craig) Ryan Dunch (virtual), Brittany Earl (virtual, Duncan Craig), Terry Wickham, Lorie Miseck, Gwen Berdan, Dana Fontaine, Rebecca Alexander, Matt Remley, Bob Meyer, Jax Kinley

1. **Call to order** 6:31pm
2. **Approval of Agenda** Marilyn/Gord M/S/C
3. **Approval of Minutes** Larry/Meredith M/S/C
    - March 4, 2025 Meeting Minutes
    - March 13, 2025 Meeting Minutes
4. **Correspondence**
    - Teri Burant email - issues accessing meeting materials on the website as a non google account person
        i. FOIP concerns; policy needed
5. **Reports** Drew/Bridget M/S/C
    - Bylaw Renewal update
        i. 16 responses provided feedback in the online form
        ii. Feedback will be applied and draft recirculated

[5.03b] Motion to have one current board member and two former board members (that are still EFMFS members) appointed to an Appeal Committee to hear appeals wherein all members of that subcommittee are bound by confidentiality agreements.
Gord/Marilyn M/S/C

Exit Rebecca, Tomi, Brittany, and Ryan

- Producer's Report
    i. Organizational structure is being captured professionally. Next meeting on April 14th.

Exit Terry, Bob, and Lorie

6. New Business

- Approval of new EFMFS member applications
    i. Adam Tassone, Janette Urbonas, Kelly O'Neil, Sheila Smigarowski, Suzy McLaughlin

Motion to approve new members that have been vetted by volunteer managers - Meredith/Bridget M/S/C

- Approval of AGM Agenda Meredith/Shamair M/S/C
    i. Confirm which committees are submitting reports to Helen
        - Board: Cam McCormick, Chair
        - Producer: Terry Wickham
        - Manager of Volunteers: Dana Fontaine
        - Treasurer: Marilyn MacGillivray, Treasurer
        - Member Services Committee: Larry Bejcar, MSC Chair
        - Scholarship Committee: Drew Walker, Committee Chair
        - Diversity and Inclusion Advisory Committee: Meredith Shewchuk, Co-Chair
        - Bylaw Review Committee: Gordon Holt, Committee Chair

    ii. An increase in membership fees may be appropriate and will be discussed transparently with the membership. EFMFS recruitment is encouraged.
- Submitting AGM documents (i.e., reports, candidate bios, proposed bylaws, etc.)
    i. Submit documents into this folder

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ii. Alternatively, email to Helen with "AGM materials 2025" included in the subject line.

- Evaluate Board results for the Year
  i. Cam will send out a form to all of the board members
- Progress report on priorities
- Identify priorities continuing into next Board year
  i. Policy
  ii. Continue with organizational structure and long-term planning

7. **Old Business**
   - Board candidate bios due
   - Organizational development and visioning update
8. **In-Camera Discussion**
9. **Open Forum**
10. **Items for Next Meeting(s)**
    - All board members sign confidentiality agreements
    - Elect officers
    - Review - confirm Board priorities for the year
    - Annual Motions - i.e. Gaming (see Appendix 9.3)
    - Appointment of committee chairs and members
    - Delegate crew meeting attendees
    - Determine if a Board Retreat will be planned for the current year and set a date
    - Charitable giving framework (revisit post-festival)
    - Alberta Community Development Newsletter - include in May agenda
    - Review of member fees
    - Organizational Chart

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Board of Directors Meeting

EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Date & Time: April 1, 2025 @ 6:30 PM

Location: Folk Fest Offices;
Videoconference

- Approve new members

11. Adjournment 8:55pm
Submitted by: Drew Walker

Date: 4/1/2025

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: April 27, 2025 @ 12:30 PM

Location: Cloverdale Hall

Board Members

Present (5 required for quorum)		**Absent**
Drew Walker	Shamair Turner	
Meredith Shewchuk	Larry Bejcar	
Cam McCormick	Marilyn MacGillivray	
Jill Day	Gordon Holt	
Bridget Stirling		

Guests:

1. **Call to order** 12:30pm
2. **New Business**
    - Approval of new EFMFS member applications (listed below)

Name	*Crew*
David Kobek	Plate
Eric Rochelt-Reid	Festival Kitchen
Maya Lindell	Perimeter Security
Juan Vargas	Serving Line
Benita Hartwell	Airport Crew
Blake Loates	Photography
Nathaniel Curtis	Site
Anny Giguere & Cornelius King	Site
Cindy, Michel, Nico, and Maya LeBlanc	Volunteer Gate
Hayden Weir	Instrument Lockup
Alyson Hrynyk	Site

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Board of Directors Meeting

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Date & Time: April 27, 2025 @ 12:30 PM

Location: Cloverdale Hall

Audrey Lowe	Festival Liaison
Chelsea, Christopher and Catherine Evans-Rymes	Festival Liaison, Site and Perimeter Support respectively
Melissa Barkman	Security Music and Merch
Kathy Walters	Artisan Market
Mitchell and Robin Richardson	Electrical and Hospitality Crew respectively

Motion to accept new member applications Bridget/Larry M/S/C

3. **Adjournment** 12:32pm Meredith

Submitted by: Drew Walker

Date: April 27, 2025

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: May 6, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Shamair Turner	
Meredith Shewchuk	Blake Loates	
Larry Bejcar	Matt Remley	
Bridget Stirling	Marilyn MacGillivray	
Jill Day		

Guests: Terry Wickham, Lorie Miseck

1. **Call to order:** 6:30pm
2. **Approval of Agenda** Marilyn/Shamair M/S/C
3. **Approval of Minutes** Jill/Larry M/S/C
    - April 1, 2025 Meeting Minutes
    - April 27, 2025 Meeting Minutes
4. **Correspondence**
    - Board correspondence - virtual bylaw vote
5. **Reports**
    - Producer's Report
6. **New Business**
    - All board members sign confidentiality agreements
    - Elect officers
        i. Chair: Cam McCormick
        ii. Vice Chair: Bridget Stirling
        iii. Treasurer: Marilyn MacGillivray
        iv. Secretary: Meredith Shewchuk

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- All positions by acclaim

- Review - confirm Board priorities for the year

  i. New bylaws in place, need to build out policies around them (policy review committee)

     - Cam to send out note to membership looking for committee members

  ii. Organizational succession planning

- Annual Motions - i.e. Gaming (see Appendix 9.3, page 86)

  i. Motion that the executive has signing authority on behalf of the Edmonton Folk Music Festival Society.

  ii. Motion that Festival Producer Terry Wickham and Festival Administrator Richard Stuart have legal and financial signing authority on behalf of the Edmonton Folk Music Festival Society.

  iii. Motion to appoint Vice Chair Bridget Stirling as Casino Chairperson.

  iv. Motion to appoint Festival Administrator Richard Stuart as Raffle Chairperson.

  v. Motion that Festival Producer Terry Wickham and Festival Administrator Richard Stuart be authorized to apply for casino and raffle licenses and file affiliated reports on behalf of the Edmonton Folk Music Festival Society with the Alberta Gaming and Liquor Control Board.

  vi. Motion that for the purposes of gaming activities, all volunteers be considered members of the Edmonton Folk Music Festival Society.

  vii. Motion that the CEO of the Edmonton Community Foundation and the Administrator of the Edmonton Folk Music Festival are authorized to sign on behalf of the Edmonton Folk Music Festival Society all certification documents required by the Canadian Arts and Heritage Sustainability Program – Endowment Incentives Component in order to authenticate the collection and deposit of private donations during the twelve months preceding the deadline of December 1st to the permanent endowment fund established at the Edmonton Community Foundation for the Edmonton Folk Music Festival Society.

  viii. Motion that upon completion of the Endowment Incentives Grant, the Edmonton Folk Music Festival Society Board of Directors will, upon request, sign and thereby agree to comply with the requirements of the Governance Practice Disclosures Statement.

ix. Motion that Festival Producer Terry Wickham and Festival Administrator Richard Stuart be authorized to apply for grants on behalf of the Edmonton Folk Music Festival Society.

x. Motion that staff be directed to purchase Directors and Officers Liability Insurance with five million dollar liability for the period June 1, 2025 to May 31, 2026.

Shamair/Bridget M/S/C

- Appointment of committee chairs and members
  - i. Finance Chair: Marilyn MacGillivray
    - Bridget Stirling
    - Shamair Turner
  - ii. Member Services Co-Chair: Larry Bejcar
    - Jill Day
    - Matt Remley
  - iii. Scholarship Chair: Larry Bejcar
    - Blake Loates
    - Matt Remley
  - iv. DAIAC Co-Chair: Meredith Shewchuk
    - Blake Loates
    - Shamair Turner
  - v. Policy Review Chair: Marilyn MacGillivray
    - Shamair Turner
  - vi. Appeal Stand-by Committee Chair: Cam McCormick
    - Alternate: Bridget Stirling
- Delegate crew meeting attendees

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i. Larry will represent on Site crew meetings

ii. For June when we have a schedule

- Determine if a Board Retreat will be planned for the current year and set a date

  i. Yes - in the Fall

  ii. Pick date in June

  - Camp Nakamun?

- Review of member fees - held at the same

7. **Old Business**

- Alberta Community Development Newsletter
  - Board training opportunities?

8. **In-Camera Discussion**

9. **Open Forum**

- Mediation and restorative justice society appears to be no longer active - alternatives? Volunteer mediation crew? Peer support crew (via DAIAC)?
- Welcome to Blake and Matt!

10. **Items for Next Meeting(s)**

- Special Meeting: Organizational Chart and report from Sandbar Coaching and Consulting
  - Online, Tuesday, May 20 at 5:30pm
- Charitable giving framework (revisit post-festival)
- Delegate crew meeting attendees

11. **Adjournment:** 7:36pm Bridget

Submitted by:

Date:

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EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: July 8, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Matt Remley	Larry Bejcar
Marilyn MacGillivray	Blake Loates	Shamair Turner
Jill Day		
Meredith Shewchuk		
Bridget Stirling		

Guests: Terry Wickham

1. **Call to order:** 6:37pm
2. **Approval of Agenda** Marilyn/Jill M/S/C
3. **Approval of Minutes** Bridget/Jill M/S/C
   - May 6, 2025 Meeting minutes
4. **Correspondence**
   - Email vote June 27, 2025
5. **Reports**
   - Producers Report
   - It's being considered for the volunteer tarp run to be combined with the general tarp run.
     i. Smaller capacity volunteer tarp run. 7 groups of 15. Could be staged at Volunteer Services by Stage 3 to get out of the way of moving vehicles. Cam and Marilyn will work out logistics with Al.
   - Parking at Remax field will be limited or not possible if the Riverhawks are in the playoffs.
6. **New Business**
   - Get Helen the name for your guest badge by July 15th.
   - Delegate Sponsor Event Duties

i. Greeters for guest arrival - all BOD members to begin, one or two to remain until formal event program starts **Meredith, Matt, Jill, Larry**
ii. VIP/Dignitary specific greeters - number will be dependent on who RSVPs and will be assigned closer to. Would like to have three people on standby. **Shamair, Bridget**
iii. Event Emcee / Door prizes - **Cam**
iv. Program book distribution - two BOD members, this happens after the program **Marilyn, Jill**
v. Post program site tour for any interested sponsors - two or three BOD members **Larry, Meredith, Cam**
vi. Playlist - Using EFMF Spotify playlist

- Review Quarterly Financial Report
-

7. Old Business

- Delegate remaining crew meetings
  - July 21 - Blake!
  - Cam to send out speaking notes
- Select date for Board retreat
  - Looking at the Jerry Forbes Centre
  - Cam to reach out to Catrin Owen to facilitate again
  - Margot to be invited as well
  - Marilyn will source catering
  - November 15 & 16, 2025

8. In-Camera Discussion

9. Open Forum

- MSC talking about doing something commemorative for the EFMF 50th
  i. Talk about it at the retreat
- Look into matching membership fees through operations

10. Items for Next Meeting(s)

- Charitable giving framework (revisit post-festival)

- Fundraising discussion for the retreat

11. Adjournment 8:00pm Jill

Submitted by: Meredith Shewchuk

Date: September 4, 2025

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EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: September 9, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Meredith Shewchuk	
Matt Remley	Shamair Turner	
Blake Loates	Marilyn MacGillivray	
Larry Bejcar	Bridget Stirling	
Jill Day		

Guests: Terry Wickham, Lorie Miseck, Dana Fontaine, Muffy McKay, Luther Kadima, Gene Mueller

1. **Call to order** 6:32pm
2. **Approval of Agenda** Larry/Shamair M/S/C
3. **Approval of Minutes** Blake/Jill M/S/C
    - July Meeting Minutes
4. **Correspondence**
    - EFMF Logo Concerns
        i. Logo has been in place since 1993.
        ii. Something to look into further. Lorie and Cam and DAIAC to get in touch with the original artist and see if there are any connections.
    - Acoustic Bar
        i. Acoustic bar moving to the Devonian Room.
        ii. Won't be programmed specifically but will see if the new location makes a difference.
    - Volunteer Tarp Run 1
    - Volunteer Tarp Run 2
    - Volunteer Tarp Run 3
        i. Lack of advance communication was an issue.
        ii. Review of both tarp lotteries necessary.
5. **Reports**
    - Producer's Report

Board of Directors Meeting

Date & Time: September 9, 2025 @ 6:30 PM

Location: Folk Fest Offices;
Videoconference

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

6. **New Business**
   - Festival Debrief
     i. Notes from our festival. Thoughts on other festivals attended by board members.
     ii. Home
        - Staying abreast of Social Media concerns
        - Aggressive tarp run volunteers
        - Great lineup!
        - Kitchen set up felt a little wonky
        - Some frustration on volunteer crews
        - Smoking area had no ashtrays
        - Parties were great
        - Great time on Site Crew!
        - Spotify playlist and google playlist, very difficult to do a playlist for apple music
        - Bigger safer spaces signs, more visible?
        - Turnover times on side stages
        - Not a lot of opportunities for newer volunteers to take on leadership positions
        - Edmonton has great rain mitigation
        - Separate entrance for the express line at the kitchen was good
        - Lots of volunteer no-shows
        - Questions around camera policy and what constitutes a professional camera
        - Tarps crowding Stage 2 still an issue
        - Porta Potty cleaning schedule is an issue

- It's been recommended that we connect with the Federal Government about environmental sustainability concerns
- Send any connections made at the Sponsor Party to Cam
- Lantern parade happening between acts overlaps with a lot of congestion on the hill
- Merch sells out very quickly

iii. Away

- Cloth wristbands at Winnipeg
- Bear Creek has an all child lantern parade
- Calgary has a location advantage
- Calgary enviropower team stays strong
- Calgary had canned beer rather than kegs
- Canmore much smaller, no lines!
- Calgary has a safer spaces tent that supplies period supplies, condoms, support people
- Winnipeg and Calgary run two main stages with different vibes
- Winnipeg smoke was really bad, festival went on anyway
- Yellowknife has a chill out tent with harm reduction supplies, earplugs, etc.
- Yellowknife has really great accessibility features
- Bear Creek does 5 years etc. lanyards for their volunteers

- AI Policy discussion
  i. Ethical AI Use policy
  ii. Specific consideration for AI art
  iii. Transparency around AI
- Black on the Hill Incident discussion
  i. Incident Overview

ii. Incident Report 1

iii. Incident Report 2

iv. Response from EPS

v. Proposed Evolving Incident Protocols

vi. Blank Volunteers Incident Report

vii. The volunteer office is still trying to connect with some of the volunteers present at the incident

viii. Moving forward

- Follow up contact with BOTHC
- Reviewing Volunteer Code of Ethics, Safer Spaces Policy, Incident investigation procedure synergy

7. Old Business

- Update on retreat planning
  - More information coming online

8. In-Camera Discussion

9. Open Forum

- Go Wildly Forward Scholarship

  i. Currently no guidelines on giving preference to certain programs of study but there has been a perceived bias that there might be.

  ii. Should we consider a project fund in addition to the scholarship?

  iii. Possibilities of a volunteer relief fund

10. Items for Next Meeting(s)

- For the Retreat (November 15 & 16)

  i. EFMF 50th Anniversary

  ii. Look into models for a volunteer relief fund

  iii. Fundraising

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iv. Growing the endowment fund

- Review of tarp run operations, working group to be put together for this.
    i. Percy has volunteered to be a part of this.
    ii. Revisit in October.
- Alberta iGaming Legislation
- Charitable giving framework discussion

11. Adjournment 10:05 Shamair

Submitted by:

Date:

CM MA

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: October 7, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Bridget Stirling	Matt Remley	Cam McCormick
Shamair Turner	Jill Day	
Larry Bejcar	Meredith Shewchuk	
Marilyn MacGillivray		
Blake Loates		

Guests: Terry Wickham, Lorie Miseck

1. **Call to order** 6:33pm
2. **Approval of Agenda** Marilyn/Matt M/S/C
3. **Approval of Minutes** Shamair/Jill M/S/C
   - September Meeting Minutes
4. **Correspondence**
   - iGaming Legislation update
     i. iGaming Inquiry
     ii. Consideration for the retreat
5. **Reports**
   - Producer's Report
   - Member Services Committee Report
     i. New Member Services TOR
        - to be voted on at November meeting
   - Approve reports as accepted Matt/Shamair M/S/C
6. **New Business**
   - Annual planning input derived from attendance at Fall Coordinators' Meeting
     i. Taking place October 28th, notes to follow

- Decide on Staff/Board holiday celebration details and delegate tasks for the event
    i. Shamair and Blake to explore options
- Ski club construction update: Timelines, scope of work, EFMF accommodations if available
    i. Gil's on top of things and planning for next year
    ii. Kitchen is going to be redesigned
    iii. Audience movement between Stage 3 & Stage 6 may have to change

7. Old Business

- Update on BOTHC investigation and action items
    - Follow up before next meeting
- Update on retreat planning
    - Potentially moving the date to November 8 & 9
    - Bridget booking the venue
    - Marilyn booking catering
- Charitable giving framework discussion
    - Discuss at retreat

8. In-Camera Discussion

9. Open Forum

- Diversity committee looking for direction from the Board on priorities

10. Items for Next Meeting(s)

- Volunteer Tarp run discussion
- For the Retreat
    i. EFMF 50th Anniversary
    ii. Look into models for a volunteer relief fund
    iii. Fundraising

EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: October 7, 2025 @ 6:30 PM

Location: Folk Fest Offices; [Videoconference]

- Future of Casino funding

iv. Growing the endowment fund

v. Charitable giving framework

vi. D&I goals for the next little while

11. Adjournment 7:36pm Marilyn

Submitted by: MThorndale

Date:

EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: November 4, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Blake Loates	
Larry Bejcar	Bridgit Stirling	
Jill Day	Marilyn MacGillivray	
Meredith Shewchuk	Shamair Turner	
Matt Remley		

Guests: Terry Wickham,

1. **Call to order** 6:31pm
2. **Approval of Agenda** Jill/Shamair M/S/C
3. **Approval of Minutes** Bridget/Jill M/S/C
   - October Meeting Minutes
4. **Correspondence**
   -
5. **Reports**
   - Producer's Report
     i. Presentation of financial actuals YTD
     ii. Annual Festival attendance report
   - New Member Services TOR
     i. Motion to accept the new Member Services Terms of Reference Larry/Bridget M/S/C
6. **New Business**
   - Creation of Reserve Funds
     i. Proposed $1,000,000 Emergency Fund and $500,000 Capital Project Fund

MA

CM

ii. Motion to adopt the proposed $1,000,000 Emergency Fund and $500,000 Capital Project Fund

Cam/Bridget M/S/C

Policy and procedure for use to follow

- $250,000 to the endowment fund with potential matching
  i. Motion to contribute $250,000 into the Endowment Fund

  Bridget/Marilyn M/S/C
- Annual planning input derived from attendance at Fall Coordinators' Meeting
  i. Cam to follow up with the Volunteer Manager
- Set date for AGM, determine if there will be any by-law changes
  i. Motion to set AGM date as April 26, 2026 at 1:00pm at Cloverdale Community League

  Cam/Matt M/S/C

7. Old Business

- Update on BOTHC investigation and action items
  - Investigation distributed at meeting
- Update on retreat planning
  - November 8 & 9 at J5 Design Studio
  - Agenda has been circulated
- Update on staff/board holiday celebration planning
  - Nothing nailed down yet
  - Aiming for December 2 or 3, depending on venue availability

8. In-Camera Discussion

9. Open Forum

- Canadian Folk Music Awards are in Calgary April 9-12, 2026

10. Items for Next Meeting(s)

Board of Directors Meeting

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Date & Time: November 4, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

- Policy & Procedure for spending from Emergency Fund and Capital Project Fund (January)
- Discussion about Society membership auto-renewal and cancellation procedure (Bylaw change)
- Volunteer Tarp run discussion
- For the Retreat
    i. EFMF 50th Anniversary
    ii. Look into models for a volunteer relief fund
    iii. Fundraising
        - Future of Casino funding
    iv. Growing the endowment fund
    v. Charitable giving framework
    vi. D&I goals for upcoming year
    vii. BOTHC investigation follow up

11. Adjournment Shamair 7:48pm

Submitted by: Meredith Shewchuk

Date:

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: December 2, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Shamair Turner	
Bridget Stirling	Blake Loates	
Marilyn MacGillivray	Meredith Shewchuk	
Larry Bejcar	Matt Remley	
Jill Day		

Guests: Terry Wickham, Lorie Miseck

1. **Call to order** 6:36pm
2. **Approval of Agenda** Larry/Bridget M/S/C
3. **Approval of Minutes** Marilyn/Larry M/S/C
   - November Meeting Minutes
4. **Correspondence**
   - Member Dues Discussion
     i. Exploring options to expand society membership by lowering fees to $0 with an encouraged donation
     ii. There would need to be a provision for renewing membership without fees associate to keep an up to date list of members
     iii. Would allow for new members to join year round without tying it to the fiscal year
   - Diversity and Inclusion
5. **Reports**
   - Producer's Report
     i. Motion that Edmonton Folk Music Festival Society provide its support in principle for contributing up to $100,000 toward the proposed pathway from the Stage 3 to Stage 6 areas, conditional upon the Board's review and approval of the final design to ensure it aligns with festival operational needs and preserves the character of the park.
        - Cam/Shamair M/S/C

Board of Directors Meeting

EDMONTON FOLK MUSIC FESTIVAL SOCIETY

Date & Time: December 2, 2025 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

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ii. Updated Budget report

- Member Services Committee
- Motion to accept reports as presented

  i. Shamair/Jill M/S/C

6. New Business

- Bear Creek Folk Fest fundraising support loan of $50,000 USD

  i. Motion that the Edmonton Folk Music Festival Society loan Bear Creek Folk Music Festival the amount of $50,000 USD without interest to be paid back within 90 days of the completion of the 2026 festival, with alternative payment measures to be determined by Edmonton Folk Music Festival administration if necessary, to support fundraising measures through a Thursday night concert with an artist approved by Edonton Folk Music Festival to increase capacity of the Bear Creek Folk Festival and Folk Festival partnerships in Western Canada.

  - Marilyn/Jill M/S/C

- Creation of Honorary Society Membership for retiring volunteers

  i. Not suppported by the Board at this time

- Strategic Planning Discussion

  i. Approve budget of $150,000

  - Motion that the Edmonton Folk Music Festival Society allocate up to $150,000 from the cumulated surplus for consulting fees to support planning for the future of the festival.

    a. Bridget/Shamair M/S/C

  ii. Pre-consultation board discussion

  iii. Meeting with YStation consultants planned for December 10 at 7pm

  - Cam to look for different date that more members can attend
  - Bridget to reserve space

7. Old Business

am MS.

- Emergency fund of $400,00 exists. Need clarification about whether we are increasing it to $1,000,000 or adding $1,000,000 for a total of $1,400,000.
    - $600,000 to be added to the Emergency Fund for a total of $1,000,000.
- Update on BOTHC investigation and action items
    - Cam to follow up again with organizer
    - Looking for more specificity on recommended outcomes
        - Should occur through the development of the Inclusion Framework

8. In-Camera Discussion

9. Open Forum

- Motion that the Board approves a 3% bonus for staff for 2025 and a 3% cost of living adjustment for the 2026 fiscal year.
    i. Matt/Blake M/S/C

10. Items for Next Meeting(s)

- Motion for bylaw change to reflect removal of membership fee and renewal mechanism

11. Adjournment 9:18pm

Submitted by: MAhandl.

Date:

am MA

EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: January 6, ~~2025~~ 2026 @ 6:30 PM

Location: Folk Fest Offices; Videoconference

Board Members

Present (5 required for quorum)		**Absent**
Cam McCormick	Bridget Stirling	
Larry Bejcar	Marilyn MacGillivray	
Shamair Turner	Jill Day	
Matt Remley	Blake Loates	
Meredith Shewchuk		

Guests: Terry Wickham, Lorie Miseck

1. **Call to order** 6:30pm
2. **Approval of Agenda**

   Marilyn/Jill M/S/C
3. **Approval of Minutes,**
   - December Meeting Minutes
   - Brigette/Larry M/S/C
4. **Correspondence**
   - DAIAC Email
5. **Reports**
   - Producer's Report
     i. Annual budget presentation and approval
6. **New Business**
   - Committee TORs
     i. Strategic Planning Committee
     ii. Governance Committee
     iii. Policy Renewal Committee

        - Email inviting members to apply has gone out
        - Applications received and being followed up on
        - Board members: Marilyn and TBD
    - AGM prep
        i. Bylaw change to reflect removal of membership fee and renewal mechanism
        ii. invite members to stand for office and submit biographies

7. Old Business

- Strategic Planning process update
    - Proposal expected from consultants this week
- Update on [BOTHC investigation](#) and action items
- Sponsorships
    - Sea Change
        - The festival should consider alternative beer providers through a structured RFP process in the near future
    - Canna Cabana
        - Not looking to sell cannabis onsite at this time

8. In-Camera Discussion

9. Open Forum

10. Items for Next Meeting(s)

- AGM prep
    i. Bylaw change to reflect removal of membership fee and renewal mechanism
- Confirm ticket prices for 2026

11. Adjournment 8:15pm

EDMONTON
FOLK MUSIC
FESTIVAL SOCIETY

Board of Directors Meeting

Date & Time: January 6, ~~2025~~ 2026 CW @ 6:30 PM

Location: Folk Fest Offices;
Videoconference

Submitted by:

Date:

CW