



Halifax Pride Annual General Meeting 2012

Thursday October 11, 2012

Halifax North Library

**Halifax Pride Annual General Meeting**

**Wednesday October 11<sup>th</sup> 2012**

**Halifax NS**

**6:30pm**

- 1. Welcome from the Chair**
  - a) Order of Business**
  - b) Call for Scrutineers**
- 2. Approval of 2011 AGM Minutes**
- 3. Financial report**
- 4. Election of Directors**
  - Introduction of remaining Directors
  - Nominations
  - Candidates speak – 1 minute each
  - Open Discussion
  - Elections
  - Discussion items for Coordinators
  - Introduction of new Board Members
- 5. Meeting Adjourned**

Halifax Pride 2011 Annual General Meeting  
Marriott Residence Inn Grafton Street Halifax NS  
Wednesday October 12, 2011

2011 Board Members Present: Ed Savage, Co-chair; Claudia Legg, Treasurer; Adam Noble, Secretary, Marion Steele, Member at Large and Sponsorship; Paul Forrest, Member at Large; Kathy Walsh, Volunteer/Communications; Ken Murray, Entertainment; Colin Hebb, Fundraising; Adam Reid, Queer Acts Festival; Krista Snow, Merchandise; Susan Sangster, Alcohol Sales and compliance; Angela Croft, Community Fair, Eric Sangster, Board Member; Trent Slaunwhite, Board Member.

7pm: Welcome by Ed Savage, Co-Chair

705pm Roll Call thirty seven in attendance, a sign in sheet was circulated. It was confirmed that everyone received their AGM package.

710pm Minutes of Previous AGM reviewed: Ed asked if there was any errors or omissions.

715pm Discussion on Minutes Michael Davies-Cole noted his name was misspelled as was Colin Hebb. On Page three (the section of the Dyke March) one sentence ended (see Page 3). The section was identified by Kaley Kennedy as having a formatting issue and some spelling issues and she would like to see the minutes amended to reflect corrections. Secretary is to also check spelling on Michael Davies-Cole's name. A motion to move the minutes was put forth by (Mark Monk) and seconded by Krista Snow. One abstention was put forth. Minutes approved.

Housekeeping: Speakers List and a two minute speaker minimum please. Liz McQuaid asked that if you speak for two minutes and wish to contribute more new items please put your thoughts forth.

720pm Co-Chair report was read by Co-Chair Ed Savage that was included in each member's kit. The floor was open for discussion.

- Asked about written contracts to define sponsor relationships.....METRO was brought up, they were in the Parade although they refused to run the ad by Venus Envy. Ed: joint discussions were held with both parties. Venus Envy took the high road and did not want METRO to be pulled out of Pride. It was asked that we not respond, that Venus Envy deal with this themselves.
- Hugo: the future Board should adopt some ethical guidelines on sponsorship (trucking beer from ON and dealing with a bottler that lay off their employees). The future board should be urged to take these types of ethical guidelines and develop accordingly; what makes Halifax Pride a good citizen. Ed: We did use eco-paper in our guide (Hugo asked). The beer company decision was based on the community feedback consensus; we went to the original beer provider and offered them to match the offer or to participate in another fashion.
- Motion from the floor to accept (Nathan Boudreau) 2<sup>nd</sup> Adam R. Minutes approved.

730pm: Financial Report (Claudia Legg)

The financials were included covers year to 9/30/11. Balance sheet and income statement divided by department; broken down by event. This was Claudia's first year. She has some improvements: create an accounting system, come up with chartered accounts and split the expenses and revenue out by dept/event; specialized training to cashiers during Pride week; cash disbursement/advances procedures/controls and tracking sheets for all events and fundraisers. Basically improvements year over year are needed.

Questions: Michael Davies-Cole: the advance of \$550 was given to the organizer of the Family picnic? Claudia: this was put under expenses and accounts receivable as we are awaiting receipts and balance owing.

Hugo: go through grants received. This is included in the sponsorship report in the AGM package.

Bottom line: (Hugo) actually had income of 9076.00 however we have retained earnings in the negative. We are looking to see what we can do to break even.

Laura: thanks for doing this double-sided.

Kathy: from 2009-10 we have a deficit.

The new board will have a deficit of \$27,286.45.

Nathan: p1 of accounts payable what is the \$6000 amount, these are bills that are in dispute.

Hugo: great work.

Claudia moved her report. Krista Snow seconded. Financials accepted.

It was asked by Liz about FCP as we owe them money. Claudia clarified that we had debt. FCP owes us \$105. This is done by department and not individual vendor.

Liz: Is there a plan in place to prioritize who is paid back for what is outstanding. Ed clarified this is the decision of the new Board. Claudia: this is only up to 9/30 year end so there are some payables/receivables that will be reflective in the new fiscal year.

Suggestion: let's take time to review the reports and the bylaws.

735pm Break and read review of portfolio reports and bylaws for discussion.

755: any questions about the portfolios?

Grants: (Hugo) what did we get and the amount of public funding seems to be going down

25k from city, 3k from Tourism;

The tourism funding is for the KidsCan section and advertising

Did HP apply for funding for marketing purposes? We were turned down.

Hugo what other grants were applied for? Marion: art grant for QA for bringing in out of town from Canada Council and we did not get this. We did not go for Heritage funding due to the Board turnover being later and missing the deadline. Hugo communicated it is so important to build the cultural aspect of the festival. Marion: we are meeting with NS tourism in the coming weeks to start negotiations sooner.

Ed: the concern with Tourism and Culture has to take on a different angle each year and we need to take a year off after three, we are back on track for 2012; Building Better Communities grant has already gone in and we have the deadlines. Are we applying for Cultural Opportunity for Youth, we have not done this we need to find an angle that we can use and ensure support. We have done the groundwork.

Kayle: has Pride looked into wage subsidization, Ed: we have approached ACOA and we have talked to HRDC on how we can look at this funding;

Hugo: wants to offer to the 2012 board that we would be an excellent candidate for a Canada council grant and Hugo would like to offer assistance in this regard to the 2012 board.

Shay: parade question: revised parade application on line earlier, should these not be made to the public for general approval; ED: we have never turned down anyone in our Parade. We don't censor. Paul: we did ask that we know from anyone to know of anything being passed out. We will have more clarity for the next Parade portfolio on this point.

Kayle: the membership can give a directive to the 2011 board; this suggestion should be done to the 2012 board.

Shay would like to motion: that THE PARADE APPLICATION BE presented and approved by the general membership for the upcoming Parade 2012. Kayle seconded.

Liz: amend to Shay motion to vote on by the membership (extraordinary meeting, special meeting whatever....meeting of the membership). Seconded by Mark.

Voting on the motion was as follows: 14 yes for the motion, 16 against with 6 abstentions equals 36. The motion is defeated.

Marion speaks against this motion and referenced Toronto Pride; they stood to lose their funding. If we need to come to the membership any time we need to put anything, as a Board member she feels this just doesn't fly.

Michael Davies-Cole: referenced this is a big thing, this is the Parade and the membership needs to be more involved.

Krista: agrees with MARION 100%

Trent: also in support of Marion

Hugo: In favour of the motion, we are asking that the membership be informed of fundamental items. We need to create a vehicle that avoids conflict in the community

Alex: supports Shay's motion.

Rebecca: supports Shay's motion this is it is a big detail, this came out at a community meeting to come up twice now, it hits a nerve and speaks to a larger issue. She also disputes Marion's statement on Toronto; it wasn't the City it was TD. There should be a meeting of the membership regardless as a huge benefit to the community. This is not a big issue at a meeting; it's a thoughtful motion and would not incur a big debate.

Paul: we revised the document over 2010 and it was brought up at the community meeting and the application was already out at the time so it could not be revised for 2011; as the Parade chair he would like to have a parade committee that would be open to discuss more. He is not in favour of this motion despite good points made tonight.

Kayle: In favour, she understands the issues from those who don't support it. We need to go back to the membership; it promotes engagement and involvement amongst the membership. This is an important part of the Pride Festival and we want to allow our membership to talk on this and discuss.

Ken: does not support the motion. New bylaws: it states accessible to all and the Board is already stepping out and stepping up to do that.

Rebecca: point of information: are Pride Board meetings open, no that is why we have community meetings.

All in favour of the amendment five opposed. Abstention; the amendment is passed.

Kayle: point of order: what is proposed can be handled at an AGM that is happening now. Or it could happen at a general meeting and so she does not think adding

special general meeting is something she opposes the motion. If we do this any future amendments to the Parade Agreement would need to be brought to a general meeting.

Ken: clarify point of order this is mentioned in the current bylaws. Kayle would like a ruling.

Ed: in order to bring this to the membership we need to hold a special General meeting.

Kayle: if there is a motion to put something forward the status quo is maintained until any changes are approved and this could happen at the next AGM if you add the caveat special general meeting. (Kayle is concerned about the narrowing)

Kathy: discussion to two min reminder please.

837pm Bylaws Presentation

Kayle: Have a motion to approve the bylaws. Kathy moved Eric seconded.

Discussion:

Hugo:

Change to the date of the AGM moving it by 14 days.

Another to shrink directors from 15 to 12, the reason for 15 was to increase community capacity on the board especially since we are a community of communities: Trans, youth, persons of colour.

Final change to speak to reduce the # of legislative community meetings, the board incurred a deficit in 2006, large issues; we felt that certain matters had to be addressed in camera. In 2007 Hugo put forth a motion for four meetings, the number to 1 is not enough, the community has a desire to be more involved and one meeting is not enough and the Board needs to hear the community.

Kayle: motions that we table the current motion until another general meeting can be held. Alex seconded.

Kayle realizes a lot of work has gone in here however many people have concerns about the bylaws. She proposes an ad-hoc community be put together. Her intention would be to follow up a motion to strike an adhoc committee and have a special GM prior to 4/15 to discuss the bylaws and pass in that time frame.

Nathan: the ad-hoc idea is good however more changes will have to go back to the Board adding a huge other step.

Ed: it would still take us to the next AGM to re-write, put forth, etc.

Liz: the 2012 board would then function on the 1999 bylaws?

Hugo: you have in the existing bylaws a mechanism that would address Shay's motion and the changes to the bylaws put forth.

Kathy: no votes are held at community meetings, if we table them in order to pass them we are operating on 1999 bylaws, we would have to hold a special AGM, the bylaws per the current bylaws state that the new bylaws would not be pass until 2012.

Rebecca: point of information: where is that clarified in the existing bylaws?

Hugo: point of order: have a community meeting and call a special general meeting at that time

Ed: we can call a special meeting at any time.

Kayle: referred to section c and read this out in the 1999 minutes. It does not have to be an AGM.

Liz: 1999 bylaws don't note community meetings.

Andrew: we don't have enough time at this meeting to do this properly so we should table and in respect to people's time and energy we need to table.

Jake: the Pride board is not appreciated and has put a lot of work into these bylaw amendments. Tabling the motion won't throw a wrench into this, it is not controversial or a big deal and there are people who would be involved in the ad-hoc meeting. No big deal.

Shay: reaffirm the work that is done at HP and we are here in good faith. The community wants input to build this festival with you.

Michael: thank you Pride, there should be more time and we need to listen to the community and have that voice. If the community does not have that voice what will it do to community?

Paul: the current bylaws are out of date and some aspects may be tweaked so can we accept these and then have an ad-hoc group. Against the tabling...

Nathan: understands that the community has their voice and now wants to put this out three months prior to the Festival.

Rebecca: main concern is the restriction on membership. The suggestion of \$10 registered thirty days in advance but notice of meeting is only 14 days in advance. The Board has flexibility out side of bylaws

Alex: why it might be valuable to table and why not; the understanding is that we have some concerns for some specifics: community meetings, smaller number of board, the cost of membership, the renewal notice in conjunction with the AGM notice, these are all very small changes and we should look at these specific points: table it and make a few brief changes.

Krista: the community was heard and the 2011 Board said they would listen and take things into consideration. The community needs to be a part of these new bylaw proposals. The existing board made an attempt to update, the community is passionate and wants to be involved and she supports it.

Kathy: strongly recommends we don't table. Do back to 99, article 10: (reference '99 bylaws provided in AGM kit). Look at the amendments; we are currently in violation of our own bylaws. The 2008 bylaws were not ratified; they weren't registered with the JRJS. We have no attendees at the community meeting. If we screw-up you show up. If we don't pass the bylaws, nothing counts.

Kayle: point of order: this meeting is in violation of our bylaws, be struck from the minutes.

Ed: your 2011 board voted to move up the AGM date.

POINT OF ORDER are we a valid meeting, this trumps all what is on the floor.

Michael/Liz, we have 2/3 of the vote.

25 to table, 5 opposed. Abstention: 5, one out of room.

Kayle Motions that the ad-hoc of no fewer than 4 community members and one Pride board member , Angela Croft seconded.

Ken: April 15<sup>th</sup> is excessive and should be shortened and Kayle noted yes 4/15 would be the maximum.

29 yes 5 opposed 2 abstention. 1 out of room.

835pm Vote on Bylaws

917m Election of New Board Members

50% plus one. Nine seats open.



#### Nominations

Liz nominated Adam N, Krista seconded.\*

Krista nominated Eric, ken Seconded\*

Adam N nominated Ken Murray, Mark seconded\*

Gloria nominated Tamara and Blaire seconded.\*

Krista nominated Blaire Chapman and Tamara seconded\*

Claudia nominated Jenna Nelson and Gloria seconded \*

Rebecca nominated Frank Bezanson and Jake seconded\*

Kathy nominated Mark Monk and Marion seconded\*

Adam N nominated Trent Slaunwhite and Paul seconded\*

Jenna nominated Tami Meredith and Paul seconded\*

Angela nominated Ed and Eric seconded. \*

Krista nominated Angela Croft and Adam N seconded. Angela does not want to re-offer.

Adam N nominated Rebecca and Jake seconded.

Andrew Jantzen nominated Liz Malett \*

Ken seconded Kathy Walsh and Eric seconded.\*

Kathy nominated Gloria and Jenna seconded.

Krista nominated Liz and Adam R seconded.

#### Speeches

Tami: Trans; wants to be involved and not a lot of trans rep, PHD from Waterloo and involved in website development, web design.

Eric: RCMP officer, small business owner, business background, comes with many Board experiences.

Ken: Appointed in Jan 2011 just like Eric one year in HFX from west coast works for Casino NS, Food and bev background. ISCANS background

Tamara: comes with many years in TO pride, ran Guelph Pride as Chair, involved in Halifax Pride this year as KidsCan, FCP organizer.

Blaire: just came out, have a computer science background, graphic designer, school full time. Board exp

Genna: new to Board experience; wants to get involved in this.

Frank Bezanson: animal tech at Children's Hospital works in a basement and has tons of free time.

Mark: work at Capital Health, World Canadian legion, FCP, most volunteer hours this past year at Legion, community theatre, stage management.

Trent: Capital Health in info systems past Board experience, 5 years. Looking forward to working with the new board.

Ed: ten years, spent three years with Pride in Sydney, tons of experience to HP, this is a big anniversary year with us. Co-chair past three years. Each year we have grown and shown profit over past two years. Contributes much to HP

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Liz: Co-chair of HP 2011, involved in the arts community as educator, volunteer and facilitator and has board exp

Kathy: two years as Board volunteer, Pride is a big part of her life. Volunteer participation has increased.

We need to get more people involved in the volunteer process. )Wants to see the growth of pride as being fiscally responsible).

Vote at 940pm

Tabulation completed at 1010pm: 33 ballots

The elected members are: Tami, Adam N, Eric S, ken Murray, Tamara, Blaire, Jenna, Frank B and Kathy Walsh.

Kathy moved the ballots destroyed and Tamara seconded. One abstention.

Marion: thanked Ed for all the years given and we need your knowledge on the 25<sup>th</sup> year.

Alex H also thanked Ed and the Board for speaking to the needs of the community.

10pm Open Floor Discussion

Kaley: Is there anything that says we don't have to appoint an auditor, motions that Pride H forgoes an audit appointer as per NS Society Act and directors will sign financial statements.

Krista seconded.

2 out of room, 30 yes, motion approved.

Krista: Out Golfing went very well at Penn Hills, pulled together in five weeks, a challenge, and small tournament and raised 3700 ballpark. 2012 date is 9/14. Work will start in the New Year.

Kayle thanked Adam N. for taking min and suggested a venue that has gender neutral washrooms.

Rebecca recommended a campus or a student pride room

Jake: or a library room that has gender neutral washrooms as well.

According to our bylaws our chairs are voted at the AGM, do we want this or do we want the Board to elect. Eric moved that this is done by the board and Michael seconded. Approved: Jake and Alex abstained.

1010pm Adjournment

# **BY-LAWS RELATING GENERALLY TO THE TRANSACTIONS OF THE AFFAIRS OF:**

## **Halifax Pride Committee**

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## **ARTICLE ONE**

### **PURPOSE**

#### **1.1 Mission & Values Statement of the Halifax Pride Society**

The Halifax Pride Society is a not-for-profit organization of volunteers dedicated to producing a Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) Pride Week Festival.

Our mission is to produce a Pride Week that is: Accessible to all; Fiscally responsible; Rewarding for all who participate, and Reflect and celebrate the best of the LGBTQ community and culture in Halifax and throughout Nova Scotia.

#### **1.2 Our Pride Values**

##### **PROFESSIONALISM**

...means being committed to the highest standards of achievement on behalf of our communities.

##### **RESPECT**

...means being sensitive and responsive to the rights of all individuals.

##### **INTEGRITY**

...means conducting our business with honesty and transparency.

##### **DEVELOPMENT**

...means development of our community, fostering liaisons and partnerships with all communities (including non-urban and non-queer), enhancing the quality of life for all Nova Scotians.

##### **EXCITEMENT**

...means having fun producing a Pride Week that we want to be exciting for all Nova Scotians and visitors.

## **ARTICLE TWO**

### **INTERPRETATION**

#### **2.1 DEFINITIONS**

In these by-laws unless there is something in the subject or context inconsistent therewith:

a) "Society" means Halifax Pride Committee

b) "Registrar" means the Registrar of Joint Stock Companies appointed under the Nova Scotia Companies Act

c) The "ordinary or annual general meeting" (referred herein as the annual general meeting or AGM) shall be held within 45 days of the last day of the current year's Pride Festival. Notice of an AGM shall be given to the members at least 14 days prior to the meeting.

d) An extraordinary general meeting of the Society (referred herein as a special general meeting or SGM). Notice of a SGM shall be given at least 14 days prior to the meeting.

e) "Special Resolution" means a resolution passed by not less than three quarters (3/4) of such members entitled to vote and are present in person at a general meeting of which notice specifying the intention to propose the resolution as a special resolution has been duly given.

f) "Community" means the Lesbian, Gay, Bisexual, Transgender, Two-Spirited, Intersex, Queer & Questioning (LGBTQ) community, our families, friends, allies and supporters.

g) The "Board of Directors" is the elected body that runs the Society.

## **2.2 By-laws**

The members may repeal, amend or add to these by-laws by a special resolution. No by-law or amendment to by-laws shall take effect until the Registrar approves of it.

# **ARTICLE THREE**

## **BUSINESS OF THE SOCIETY**

### **3.1 Name**

The name of the Society shall be the Halifax Pride Committee

### **3.2 Head Office**

The head office of the Society shall be in the Halifax Regional Municipality in the province of Nova Scotia, as may be determined by the board.

### **3.3 Corporate Seal**

The corporate seal of the Society shall be in the form impressed hereon.

### **3.4 Fiscal Year**

Until otherwise ordered by the board, the financial year of the Society shall end on the 31st day of August in each year.

### **3.5 Books and Records**

The directors shall see that all necessary books and records of the Society required by the By-laws of the Society or by any applicable statute or law are regularly and properly kept. The books and records may be inspected by any member at any reasonable time within two days prior to the AGM at the registered office of the Society.

### **3.6 Management**

(a)The management of the activities of the Society shall be vested in the directors who, in addition to the powers and authorities by these by-laws or otherwise expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the Society and are not hereby or by Statute expressly directed or required to be exercised or done by the Society in general meeting. In particular, the directors shall have power to engage one or more coordinators and to determine their duties and responsibilities and their remuneration.

(b)Contracts, deeds, bills of exchange and other instruments and documents may be executed on behalf of the Society by the Chair or the Vice-Chair only as prescribed by resolution of the Board of Directors.

(c)The Society may only borrow money as approved by a special resolution of the members.

### **3.7 Executive Committee**

The officers of the Society shall comprise the executive committee. The officers of the society are the Chair, Vice Chair, Secretary, and the Treasurer. The Directors may appoint additional members to the executive committee.

## **ARTICLE FOUR**

### **DIRECTORS**

#### **4.1 Numbers of Directors and Quorum**

Unless otherwise determined by general meeting, the number of directors shall not be less than five or more than twelve. The subscribers to the Memorandum of Association of the Society shall be the first directors of the Society. Quorum for the transaction of business shall be 50% + 1 of the total number of directors. The Chair person or person acting as chair at any meeting of the organization is not entitled to vote unless it is to break the tie of an existing vote.

#### **4.2 Qualification**

All directors must be members of the Society.

#### **4.3 Election and Term**

Directors shall be elected by members at each ordinary or annual general meeting of the Society. Directors shall hold each term of office for a period of two (2) years, terminating at the beginning of the Annual General Meeting of the second fiscal year from the date of election. The terms of the directors shall be staggered such that no fewer than two but not more than six shall be elected at each AGM. Officers of the Society shall be elected from those who are members of the Board of Directors.

#### **4.4 Vacancies**

In the event that a director resigns their office or ceases to be a member in the Society, whereupon their office as director shall ipso facto be vacated, the vacancy thereby created may be filled until the next AGM by the Board of Directors from among the members of the Society. Any vacancy not filled at the time of an AGM may be filled by an election. This election is exempt from the limits specified in 4.3. The staggering of terms would be maintained.

#### **4.5 Removal of Directors**

The Board of Directors may, by two-thirds (2/3) of the votes of all members of the board of directors, remove any director before the expiration of the period of office and appoint another person in their stead. The person so appointed shall hold office until the next AGM.

#### **4.6 Meetings**

(a) Meetings of the Board of Directors shall be held as often as the business of the Society may require, shall be called by the Secretary and shall be open to the membership. A meeting of directors may be held at the close of every ordinary or annual general meeting of the Society without notice. Notice of all other meetings, specifying the time and place thereof, shall be given either orally or in writing to each director within a reasonable time before the meeting is to take place, but non-receipt of such notice by any director shall not invalidate the proceedings at any meeting of the Board of Directors.

(b) Between the AGM of the current year and the opening of Halifax Pride Week, the Board of Directors shall hold three community meetings that are open to the general public. Notice of time and location of public meetings, including through social media, will be published at least twenty-one (21) days prior to the meeting.

(c) Between the last day of the Halifax Pride Festival of the current year and prior to the date of the AGM a community meeting will be held. Notice of time and location of public meetings, including through social media, will be published at least twenty-one (21) days prior to the meeting.

#### **4.7 Voting**

The Chair or, in the Chair's absence, the Vice-Chair or, in the absence of both of them, any director appointed from among those directors present shall preside as Chair at meetings of the Board.

All duly elected directors, except the Chair of the meeting, shall be entitled to one (1) vote on each question to be decided by the board. In the case of an equality of votes, the Chair of the meeting shall have the deciding vote. At all meetings of the board every question shall be decided by a majority of the votes cast upon the question, unless these by-laws require a special resolution in which case three quarters (3/4) of the votes cast shall be required. All votes at any such meeting shall be taken by ballot if so demanded by any director present, but if no demand be made, the vote shall be taken the usual way by assent or dissent. A declaration by the Chair that a resolution has been carried and an entry to that effect in the minutes shall be admissible evidence as prima facie proof of the fact without proof of the number or proportion of the votes recorded in favour or against such resolution.

In the absence of the Chair their duties may be performed by the Vice-Chair, or such other director as the board may from time to time appoint for the purpose.

#### **4.8 Declaration of Interest**

It shall be the duty of every director of the Society who is in any way, whether directly or indirectly, interested in a contract or arrangement or proposed contract or proposed arrangement with the Society to declare such interest to the extent, in the manner and at the time required. If there are any votes surrounding the disclosure, the board member is expected to abstain for that specific voting matter

#### **4.9 Remuneration**

The directors shall serve as such without remuneration but may, at the discretion of the board, be entitled to be paid their traveling and other expenses properly incurred by them in attending meetings of the board or of the members or other meetings on behalf of the board.

### **ARTICLE FIVE**

#### **BOARD OFFICERS**

##### **5.1 Board Officers**

The Board of Directors shall elect annually a Chair, a Vice-Chair, a Treasurer and a Secretary. No person may hold more than one (1) office

##### **5.2 Board Duties**

###### **5.21 Society Chair and Vice Chair**

The Chair shall, when present, preside at all meetings of the members of the Society and of the Board of Directors.

The Chair shall also be charged with the general management and supervision of the affairs and operations of the Society.

The Chair is the primary spokesperson for Halifax Pride to the media and the community at large, or delegates this responsibility accordingly. They represent Halifax Pride to Government officials and at community functions, unless otherwise delegated.

The Chair heads the Executive Committee.

They are one of the signing authorities on behalf of the Board for financial and legal purposes.

During the absence or inability of the Chair, their duties and powers may be exercised by the Vice Chair, or another director as the board may from time to time appoint for the purpose.



## **5.22 Society Secretary**

The Secretary shall be clerk of the Board of Directors. They shall attend all meetings of the Board of Directors and record all facts and minutes of all proceedings in the books kept for that purpose. They shall file with the Registrar its Annual Statement, a list of its directors with their names, addresses and dates of appointment or election and within fourteen days of a change of a director, notify the Registrar of the change.

They shall file with the Registrar a copy in duplicate of every special resolution within fourteen days after the resolution is passed.

They shall give all notices required to be given to members and to directors.

They shall be the custodian of the seal of the Society and of all books, papers, records, correspondence, contracts and other documents belonging to the Society which they shall deliver up only when authorized to do so by a resolution of the Board of Directors to do so and to such person or persons as may be named in the resolution, and they shall perform such other duties as may from time to time be determined by the Board of Directors.

The directors may appoint a temporary substitute for the secretary who shall, for the purpose of these by-laws, be deemed to be the secretary.

## **5.23 Treasurer of the Society**

The Treasurer or person performing the usual duties of a Treasurer, shall keep full and accurate accounts of all receipts and disbursements of the Society in proper books of account and shall deposit all moneys or other valuable effects in the name and to the credit of the Society in such bank or banks as may from time to time be designated by the Board of Directors.

They shall disburse the funds of the Society under the direction of the Board of Directors, taking proper vouchers therefore and shall render to the Board of Directors at the regular meetings thereof or whenever required of them, an account of all their transactions as Treasurer, and of the financial position of the Society.

They shall be Chair of the Finance Committee.

They shall make a written report to the members as to the financial position of the Society and the report shall contain a balance sheet and operating account. The auditors shall make a written report to the members upon the balance sheet and operating account, and in every such report, he shall state whether, in his opinion, the balance sheet is a full and fair balance sheet containing the particulars required by the Society and properly drawn up so as to exhibit a true and correct view of the Society's affairs, and such report shall be read at the annual meeting.

A copy of the balance sheet, showing the general particulars of its liabilities and assets and a statement of its income and expenditure in the preceding year, audited by the auditor, shall be filed with the Registrar within fourteen days after the annual meeting in each year as required by law.

## **5.3 AUDITS OF ACCOUNTS**

The auditor of the Society shall be appointed annually by the members of the Society at the ordinary or annual general meeting and, on failure of the members to appoint an auditor, the directors may do so.

## **ARTICLE SIX**

### **MEMBERS**

#### **6.1 Members**

Members shall consist of those persons who declare that they uphold the mission and values of the Society and have paid the annual membership dues. There shall be maintained at the head office of the Society a list of members in good standing as a register.

The subscribers to the Memorandum of Association and such other persons as shall be admitted to membership in accordance to these by-laws, and none other, shall be members of the Society, and their names shall be entered in the Registry of Members accordingly.

#### **6.2 Annual Membership Dues**

The annual membership fee will be a voluntary donation of \$10.00 (ten) and may be waived without contest. Membership in the society shall be non-transferable.

#### **6.3 Expiration**

All memberships expire at the AGM. All previously lapsed memberships must be renewed in order to carry voting privileges.

#### **6.4 Resignation**

Members may resign by resignation in writing which shall be effective upon any date or time on or after the execution of the instrument of resignation. In the case of resignation, a member shall remain liable for payment of any assessment or other sum levied or which became payable to him or her to the Society prior to acceptance of her or his resignation.

## **ARTICLE SEVEN**

### **ANNUAL AND OTHER MEETINGS OF MEMBERS**

#### **7.1 Annual Meetings**

The annual general meeting (AGM) of the Society shall be held within 45 days of the last day of the current year's Pride Festival. At each AGM of the society, the following items of business shall be dealt with and shall be deemed to be ordinary business:

Minutes of preceding AGM;

Consideration of the annual reports of the Board of Directors

Consideration of the financial statements, including balance sheet and Operating statement and the report of the Treasurer thereon;

Appointment of an Auditor

Election of Directors

## **7.2 Special meetings**

The Board of Directors or any member of the Board shall have power to call a Special General Meeting (SGM) of members at any time. An SGM of members shall be called by the board upon the written petition of not fewer than 15 of the members of the Society; said meeting to be called by the board in the ordinary manner to be held within sixty (60) days after the petition is received by the Secretary of the Board at its registered address.

## **7.3 Notice of Meetings**

Fourteen days notice (14) of an SGM or AGM, specifying the place, day and hour of the meeting, and, in the case of special business the nature of such business, shall be given to the members. Notice shall be given by electronic mail and any other reasonable methods. The non-receipt of any notice by any member shall not invalidate the proceedings at any general meeting.

## **7.4 Right to vote**

At any meeting of members every member shall be entitled to vote. There shall be no voting by proxy.

## **7.5 Meeting Chair**

The Chair of the Society shall preside as Chair at every general meeting of the Society. If there is no Chair or if at any meeting they are not present at the time of holding the same, the Vice-Chair shall preside as Chair. If neither are present, the Directors may appoint an alternate chair for that meeting.

## **7.6 Polls**

At any meeting, unless a poll is demanded by at least one (1) member, a declaration by the Chair that a resolution has been carried and an entry to that effect in the book of proceedings of the Society shall be sufficient evidence of the fact, without proof of the number or proportion of the members recorded in favour of or against such resolution.

If a poll is demanded in manner aforesaid, the same shall be held such in a manner as the Chair may prescribe and the result of such poll shall be deemed to be the resolution of the Society in general meeting.

**Approved by the Members of the Society the 12 Day of June, 2012**

**Halifax Pride Committee  
Balance Sheet  
September 30, 2012**

**ASSETS**

Cash		31,133.51	
Accounts Receivable			
Sponsorship	4,000.00		
Parade	100.00		
Grant	13,190.59		
Merchandise	4.93		
Festival Grounds	5,000.00		
Queer Acts	3,432.00		
Fundraising	985.00		
		26,712.52	
<b>Total Assets</b>			<b>57,846.03</b>

**LIABILITIES AND EQUITY**

**Liabilities**

Accounts Payable		
Parade	20,795.99	
<b>Total liabilities</b>		<b>20,795.99</b>

**Equity**

Retained Earnings	37,050.04	
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<b>Total Liabilities &amp; Equity</b>			<b>57,846.03</b>
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**Halifax Pride Committee**  
**Income Statement**  
**For Year Ended September 30 2012**

**INCOME**

<b>Entertainment</b>	Songwriters Circle	646.00	
	Entertainment Income		646.00
<b>Fundraising</b>	Fancy Gay Dress Party	20,500.00	
	Movies	1,975.80	
	50/50 draws	539.80	
	Colour Parties	1,168.25	
	Donations	1,983.55	
	Comedy Night	820.00	
	Outbid	26,987.40	
	OutWining	1,557.00	
	Miscellaneous	101.00	
	Fundraising Income		55,632.80
<b>Festival Grounds</b>	Fri Dance Ticket Sales	3,925.00	
	Fri Dance Beer Sales	8,210.95	
	Sat Beer sales	14,778.00	
	Wetspot Beer Sales	21,570.00	
	Dykes vs. Divas Beer Sales	2,244.00	
	Community Fair Registration Fees	5,125.00	
	Festival Grounds Income		55,852.95
<b>Merchandise</b>	Merchandise Sales	2,170.30	
	Merchandise Income		2,170.30
<b>Parade</b>	Registration Fees	11,950.00	
	Parade Income		11,950.00
<b>Publicity &amp; Advertising</b>	Advertising	750.00	
	Publicity & Advertising Income		750.00
<b>Queer Acts</b>	Ticket Sales	7,333.55	
	QA Income		7,333.55
<b>Special Event</b>	Donations	550.00	
	Special Event Income		550.00
<b>Sponsorship &amp; Grants</b>	Sponsorship	71,500.00	
	In-kind	181,750.00	
	Sponsorship Dykes vs. Divas	3,500.00	

Sponsorship Queer Acts	5,000.00
Sponsorship Kids Can	1,500.00
Federal grant	25,800.00
Provincial	23,000.00
Municipal	40,000.00
Provincial - Queer Acts	10,650.00
<b>Sponsorship &amp; Grant Income</b>	<b>362,700.00</b>

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<b>Gross Income</b>	<b>497,585.60</b>
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## EXPENSES

<b>Administration</b>	Storage Expense	996.64	
	Telephone Expense	483.29	
	Bank Fees	172.41	
	Debit machine Rental & usage Fee	2,617.15	
	Insurance Expense	3,772.00	
	Office Supplies	367.73	
	Bad debt	490.00	
	Membership expense	300.00	
	<b>Administration Expense</b>		<b>9,199.22</b>

<b>Entertainment</b>	Main Stage entertainer fees	4,758.68	
	Misc Expenses	1,167.91	
	Entertainer Travel & Accommodat	4,685.87	
	Songwriter Circle entertainer fees	1,000.00	
	Equipment Rentals	1,800.33	
	<b>Entertainment Expense</b>		<b>13,412.79</b>

<b>Fundraising</b>	Fancy Gay Dress Party	5,656.39	
	Movies	183.00	
	Outbid	550.00	
	Colour Parties, 50/50, etc	1,127.64	
	<b>Fundraising Expense</b>		<b>7,517.03</b>

<b>Festival Grounds</b>	Tents, Toilets, Equipment & Fencir	21,988.32	
	Safety & Security	6,946.25	
	Fireworks	10,000.00	
	grounds Rental	1,293.75	
	Staging & equipment	21,634.95	
	Grounds Displays & equipment	6,992.91	
	Miscellaneous	4,164.98	
	Beer Garden	28,084.72	
	Dykes vs. Divas expenses	579.33	
	<b>Festival Grounds Expense</b>		<b>101,685.21</b>

<b>Merchandise</b>	Stock and Shipping	7,335.72	
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	Merchandise Expense	7,335.72	
<b>Parade</b>	Parade Route	20,795.99	
	Drivers, Rentals, Supplies	5,472.42	
	Parade Expense	26,268.41	
<b>Publicity &amp; Advertising</b>	Events & Advertising	24,745.22	
	Pride Guide	8,468.01	
	Survey	1,027.62	
	Website	67.45	
	Publicity & Advertising Expense	34,308.30	
<b>Queer Acts</b>	Performers Fees	15,206.30	
	Advertising	1,943.50	
	Tech Support	2,575.00	
	Space Rental	1,380.00	
	Equipment & Misc expenses	1,103.82	
	Queer Acts Expense	22,208.62	
<b>Special Event</b>	Supplies	751.81	
	Special Event Expense	751.81	
<b>Volunteers</b>	Supplies	165.69	
	Volunteer Expense	165.69	
<b>Sponsorship</b>	Rentals, Supplies	856.98	
	In-kind Expenses	181,750.00	
	Sponsorship Expense	182,606.98	
<b>Total Expenses</b>			<b>405459.78</b>
<b>NET INCOME</b>			<b>92,125.82</b>



## **HALIFAX PRIDE ANNUAL GENERAL MEETING CHAIR'S REPORT 2012**

By all accounts, Halifax Pride's 25<sup>th</sup> Anniversary Celebration was a huge success! We experienced an increase in participation and attendance and I am pleased to say that our commitment to fiscal responsibility has paid off. Halifax Pride is in the best financial shape it has been in, in several years. All this is thanks to the dedication and hard work of each and every Board member.

The amount of effort from board members was obvious in our success and the amount of positive feedback from the communities proves this. The majority of committee reports from the respective chairs speak to positive best practices.

Building relationships with other community LGBT groups has proven to be beneficial. The newly formed partnerships were extremely successful and should continue to be nurtured in future years.

I would also like to take this opportunity to thank Past Co-Chairs Ed Savage and Liz McQuaid for their guidance, suggestions and assistance this year. They have been involved with Halifax Pride for many years and continue their dedication to our community.

The purpose of the chair's report is to provide an overall post-mortem on this year's festival. Its intent is to ensure continuous improvement in the annual festival by identifying best-practices and opportunities for development.

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### **Areas of Development Required:**

- There was a lack of demonstrated respect among a few Board members at times
- Conflicts of interest were not brought forth by members
- Portfolio holders should never use Pride contacts to promote outside activities, personal or professional.
- All property, documentation, information and data collected on behalf of the Board are property of the Board
- All Board business should be completed in a timely manner
- Due diligence should be used when sending out tenders with the Executive providing final approval before awarding contracts
- There was no official set of by-laws that were used. A full review and filing of updated by-laws is desperately required
- There was, at times a lack of understanding of roles within the board. It is recommended that a job description be completed for each committee and role within the Board
- There was little appreciation given to each other on the board – acknowledgement of the effort that each individual brought to the table.

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As I noted above, there were a huge number of successes this year. I encourage everyone to read the reports that were provided by Committee Coordinators.

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### **Recommendations:**

- ✓ Hire 1.5 staff to be used to build on sponsorship, fundraising, grant-writing and office management
- ✓ Mandate the requirement for audited financials
- ✓ Purchase and use recognized accounting software to ensure sound financial accounting
- ✓ Newly elected Board members should be provided with an orientation manual, complete with a 'job description' for each role within the board and a 'volunteer commitment letter' to be signed by each member
- ✓ Final reports filed from the prior year's Chair and committees should also be included in the orientation manual
- ✓ The Board should seek nominations for vacancies based on the vacant portfolios to ensure that the skill set of the incumbent matches the needs of the Board
- ✓ Within the first two meetings, the Board should come to consensus on a formal agreement on how the board will conduct business. This includes board meetings, committee reporting, expectations, public relations and communication (within the board and externally)
- ✓ Remove accountability from Board and allow a vendor to sell HP merchandise
- ✓ Hire staff for the festival weekend so Board members can enjoy the weekend
- ✓ Ensure hired staff can meet physical demands of the weekend (moving tables, fencing etc)
- ✓ Continue the VIP lounge as an appreciation of contribution from members of the community
- ✓ Hire someone to clean the portable toilets throughout the weekend

Congratulations to all Board Members on a very successful 25<sup>th</sup> Celebration! It will only get better from here!

**Happy Pride,**

**Krista Snow  
Chair 2012**

## **Parade Portfolio Report**

Monday, October 8<sup>th</sup>, 2012

Submitted by Paul Forrest

### **2012 Parade Summary**

This year marked Halifax Pride's 25<sup>th</sup> Anniversary and with that came the most fabulous parade to date. The Parade had over 110 entries and drew a crowd of over 60,000 strong along the route. The official Halifax Pride float led the parade and was fashioned after this year's logo of bricks.

### **Eastlink**

The Parade was televised live for the first time on Eastlink and was aired numerous times following Pride Week. The Eastlink staff were great to work with and the parade created increased exposure of Halifax Pride. Broadcasting the parade did require a higher degree of organization and earlier deadlines than previous years. The Eastlink broadcast zone was located at the corner of Barrington St. and George St. with the broadcast booth located inside Grand Parade. The broadcast zone required entries to slow down and perform in front of the camera before moving on. This slowing down is essential for an effective broadcast on television but resulted in large gaps in the parade from that point. These gaps greatly affect the experience of the people watching the parade. The gaps could be minimized by communicating better to the groups to slow down after the broadcast zone. Next year's Pride Board should discuss if the increase in exposure is worth the decrease in audience experience for those along the route. As well, the agreement with Eastlink was confirmed late in the year. If Halifax Pride is to enter into an agreement with Eastlink again in 2013, it should be confirmed much earlier in the year.

### **What worked well:**

- Rental van for equipment transportation.
- 2 Portable Washrooms at marshaling area.
- Golf carts at marshaling area.
- Earlier application deadline and no day of registration.

### **Recommendations for 2013**

- Increase number of radios and include headsets.
- Keep the revised entry fee prices and application deadline the same.
- Parade applications released and posted online before March.
- Marshaling area made longer to eliminate squeezing in a fourth line.
- Increase the budget for the official Halifax Pride float.
- Appoint a float coordinator to design and build the official Halifax Pride float.
- Communicate collection of donations along the Parade route better.
- Improve coordination of the Entry Awards judging.
- Better define role of Grand Parade Marshall in Parade and Pride Week.
- Confirm sign order earlier.
- Redefine role of Parade Marshalls.
- Assign volunteers to strike/ clean up marshaling area.
- Select Registration volunteers prior to Parade day and communicate responsibilities.
- Communicate entry spot numbers to entries prior to parade day.

# Halifax Pride's QUEER ACTS Theatre Festival - 2012 Report

Prepared by Adam Reid

## Description of Project

Halifax Pride's 2012 QUEER ACTS Theatre Festival was held from July 19-23, 2012 at The Bus Stop Theatre. The goal of this cultural event is to present theatrical performances of interest to the LGBTQ community. It is held each summer during Halifax Pride Week and this year it was scheduled as the first major event of Pride Week. With increased ticket sales, quality productions, and enthusiastic audiences, I would call this the most successful QUEER ACTS event yet. I attribute that success to a revised schedule, a program full of local productions, and strong community support.

## Scheduling

It was clear following last year's festival that the timing of the festival had to be adjusted. Prior to this year, QUEER ACTS ran from the Monday to Friday of Pride Week. This led to several problems. As Pride grew so did the number of competing events. People were having a difficulty seeing all the productions as they are not always presented on the same night and people simply could not fit everything into their schedule. Running from Monday to Friday, we were also unable to program events during the day as people would be working. This decreased the event's festival atmosphere and limited my ability to host workshops or daytime discussions.

This year I moved the festival to start before and run through the first weekend of Pride. We opened on a Thursday night with four productions, thereby capitalizing on people's excitement for the upcoming Pride festivities. There is no certainty that other events will not also move their events earlier, but for this year we felt people turned out because their schedules were not as tightly packed. Starting early may also have allowed people to attend the festival before they started to feel the financial strain of Pride Week activities. Furthermore, by running Saturday and Sunday we were able to schedule matinee performances, host a Sunday brunch, and round table discussion for all participating artists, creators, and volunteers.

## Local Productions

This year for the first time, the festival featured a line-up of entirely local productions. In past years we selected both local and out of town shows, but this year's local submissions were so strong, an all local line-up was selected. Six productions were presented; four having nightly performances and two workshop pieces that had performances only on the weekend. This year's productions included:

*Short Skirt Butch* - Written by Lee-Anne Poole

*NonMonog and the grey scale dwellers* - Written and performed by Tanya Davis

*Sissydude* - By Ian Mullan

*Touch* - By The Doppler Effect

*Love Me Always* - By fluffer theatre

*Acting Out!* - By DaPoPo Theatre's Acting Out! Workshop participants

## Community Support

QUEER ACTS took on several initiatives to help engage community support, all of which seemed to be exceptionally successful. People want to see their stories told on stage and are so excited for QUEER ACTS to come and tell those stories each year.

I announced the full line-up at a launch event held at The Company House one month prior to the festival opening. As soon as people learned the festival was entirely local they immediately got on board. With local artists taking part and everyone feeling confident in the quality of the other productions, the artists did a great deal to publicize the festival themselves.

QUEER ACTS built upon this enthusiasm with an active Facebook campaign including production photos, videos with the artists, and numerous events and postings daily. Local media also took notice of the festival. The Chronicle Herald, The Coast, CBC Radio (Information Morning and Mainstreet), Metro, CKDU, Xtra Magazine, and Wayzes all carried items on the festival and its productions.

A great deal of care is also taken during the festival to create a very upbeat atmosphere. The lobby of The Bus Stop Theatre is transformed through art, decor, and music into a very festive environment for patrons and artists. We encourage lots of interaction between everyone involved, and with very short turn around time between shows, people stick around and see multiple shows back to back, comparing stories later. Another reason for our success this year was the installation of an air conditioning unit in the theatre space. Last year's QUEER ACTS happened during a heat wave, and with 60 plus people, the space quickly became very warm. Air conditioning this year meant people were able to sit through shows in total comfort.

### **Successes**

- Audiences appreciated the local content
- The use of Eventbrite for ticket sales greatly enhanced ease of sales and reservations
- The centralized Bus Stop location continues to be a successful, inviting venue
- Local participating artists did a great deal to promote the festival
- Patrons appreciated seeing local participants on the poster
- The hot pink poster design was very attention getting
- People enjoyed the balloon decor theme and I will be looking to a similar visual theme next year
- Four to five major productions with a number of adjunct events seems sufficient at this time
- Four shows in a row on a single night did not seem to bother anyone
- A large quantity of videos and photos online always seems to garner huge attention
- The new scheduling of Thursday to Sunday was very popular

### **Weaknesses**

- The matinees are a tough sell on the weekend. Afternoon activities need to reflect the interests of those willing to attend an event at that time.
- Artists pulling out of the festival at the last minute will always be a hazard. It has happened every year of the festival's existence. Luckily this year it happened well before we announced the line-up.
- The success of the festival will always largely depend on the quality of the submissions or my ability to solicit the work of queer artists.
- Organized after parties for fundraising are troublesome in the space due to the need to clear out the lobby first. Such events cannot be expected to raise funds, merely to enhance the festive atmosphere.
- The website does not serve the festival well. We have a great deal of content and info we could be posting, but if it is not maintained or updated with the regularity of our Facebook page, it is a liability.

Halifax Pride, 2012

Entertainment Port Folio

AGM Presentation

Entertainment for Halifax Pride 2012 had many great successes and a few learning's.

Successes included a stage show that started immediately as the tail of the parade arrived. Our goal was to run a very tight show between 3:00 and 5:45PM so as to capture the attention of the crowds gathering following the parade. As the parade was longer this year (and a little slower than previous years) we delayed the start until 3:30.

This year we went out to tender for the sound, lighting and stage services and awarded the contract to a new vendor Tour Tech. They were not only the best priced but were outstanding in their services and provided us with the much improved stage and sound system compared to last year.

11Eleven Backline who provided DJ equipment and the artists instruments, additionally were outstanding, being able to provide the exact remix to one of the Drag Queen performances when it failed to queue off of the IPOD.

Entertainment came from Toronto, Road Island and Halifax for the festival stage, having a group like the Mellotones truly helped to expand Halifax Pride's audience with a performance familiar to a great deal of the cities habitants.

We had 7 drag performances all that went exceptionally well and were very well received by the audience. Breaking up the performances kept crowds engaged.

One of the strengths of the stage were the sign language interpreters, who put on a show of their own as was pointed out by Rouge Fatale during the show.

Song Writers Circle, although no more well attended than last year, was in a better venue for the event at the Company House and was a great show with performers from Halifax, New Brunswick and Montreal.

The Main Pride stage was hosted by Rouge Fatale, it was a very packed stage event complete with great performances from the local community of Drag Performers. These performances were intermixed with the other artist including, Young Kaii, Kevin Wong and The Mellotones.

Again this year the artists all spoke extremely highly of their experience at our festival. Many identifying that they have not ever been treated and looked after like they were while here.

## **Halifax Pride Fundraising Report 2012**

Overall, fundraising efforts over the course of 2012 were successful. As has been the experience in previous years, our signature events provided a significant portion of the income. In a general sense, these large events had an excellent return, based on revenue generated compared to effort involved, while the smaller events were, by that measure, less successful. I will examine each event in detail below, following with a summary of recommendations for next year.

### **Fancy Gay Dress Party**

This year's FGDP was a huge success. The change of venue to Casino NS and the huge support from them made the event both well regarded and a financial success. Despite that, it is my opinion that it could have been more successful had our efforts at ticket sales been more fruitful. While the board certainly made a substantial effort to promote ticket sales, the short window of time between finalizing the details of the event and the event itself proved to be a significant hurdle. The venue itself was excellent, and entertainment was likewise well suited.

### **OutBid**

While not as large an event as FGDP, this was also quite successful. Again done at Casino NS, the harbour front lounge was a change from previous years, as it was suggested that a smaller, more intimate space would be better. Having Neville return, along with Rouge Fatale provided a wonderful pairing and the event ran smoothly. From a logistical view, this event is a huge undertaking. Finding donations requires a significant time investment and many thanks to board members Susan Sangster and Tamarra Vivan for spending long hours doing so.

### **OutWining**

This new event, run primarily by the efforts of Gallo Wines, also took place at Casino NS. Given that most of the work was done by Gallo, this proved to be a relatively successful event though again, additional effort spent on promotion would likely have increased revenue.

### **Colour Parties**

Once again, Pride in association with Menz bar hosted seven colour parties, one each month starting in January. This year's parties met with limited success, and attendance was poor. Given the amount of work required from board members, it would seem to be sensible to limit the number, rather than holding one each month. It was suggested that they be combined into two, perhaps one being "hot" colours and one being "cold". I think this would increase attendance and make things easier on already busy board members while providing a similar amount of revenue.

### **OutGolfing**

This event was postponed due to time constraints.



## **Other Fundraisers**

Several of these were quite successful. In particular, Empire Theatres "Fan Favourites" movie nights provided sizeable revenue without any effort on the part of the board. A huge thank you to Empire!

## **Summary, Conclusions and Recommendations**

Generating approximately fifty-five thousand dollars in revenue, this year's fundraisers provided significant cash injection for Pride. I believe it is imperative that this be considered against the amount of time and effort required from board members, and as such I believe that the boards focus should be directed to the large signature events (FGDP, OutBid). Specifically, planning for these (and indeed all) events should be started as early as possible. I believe that had we sorted out the details of Fancy Gay sooner, our ticket sales would have been higher, especially among businesses whose budgets are largely set in advance. While we attempted to have a fundraising subcommittee, it proved difficult to organize and maintain, and was an additional demand on board members. I would recommend that a fundraising subcommittee be formed again, though perhaps it could include non-board society members, in an effort to distribute work. Overall, I believe that focusing efforts on fewer large events, rather than more frequent small events would help to increase revenue while reducing the demands on board members time.

As a final note, I would like to thank Tamarra Vivan, my fellow coordinator who took the lead on most of the details of our events. Without her incredible efforts, we would have been far less successful.

## **Beverage Report**

### **Dykes vs. Divas**

Sold \$2200.00; not a huge money-maker, also not a lot of expenses. Paul Forrest had tents and barricades from HRM at no charge and tables and ice etc was also no charge from Casino.

### **Friday Night Dance Party**

Sold \$10000.00 in beverages: weather was not great as it rained during set up but not during the night event; approx seven hundred people which was down three hundred from last year. Not crazy busy. Sales down from last year also... The event may not have been as busy because we had a Saturday night event or just weather. Smirnoff girls giving out samples and freebies were on-hand.

### **Saturday Day**

\$15,000 in sale: Sales great day was hot and sunny. Lots of people through grounds with a busy beer tent and lots of great entertainment.

### **Saturday Night**

\$21,500: sales crazy busy with non-stop beer tent line ups and approx 1300 people attended the event Saturday evening. Partnership with Wetspot went very well. First year for having a full service bar (wine and hard liquor) which people appreciated... A lot of extra work, but again went over well and not as hard as expected. PMA Canada supplied 4 lager girls and lots of giveaways.

### **VIP Area**

Not well used however was appreciated greatly by seniors. People want to be where all the people are so most were outside area. Sponsors were given bracelets for VIP with approx eighty given out, only twenty used. Big expense for small usage so would not do again. Nice touch for 25th year.

### **Recommendations**

Get an ice sponsor if possible. Casino supplied as much as they could and also went to McDonalds and Shooters however still not enough ice. We had to buy some at end of Sat night. A lot of hassle trying to conserve ice because it was so hot and we had a refer truck which is a must have to keep everything cold and ice frozen. People selling tickets and handling money should be paid and bonded.

Huge Thank-you to Leigh and Maggie from Wetspot for letting us host your event, Ken Murray and Casino for being so great to work with and Labatt for everything supplied and sponsorship, Smirnoff and PMA Canada also plus an incredible staff and volunteers.

Susan Sangster, Halifax Pride Beverage Coordinator

## SPONSORSHIP 2012 REPORT SUBMITTED BY MARION STEELE – SPONSORSHIP COORDINATOR FOR HALIFAX PRIDE – SEPTEMBER 2012

<p><b>Strengths - Innovative Aspects</b></p> <ul style="list-style-type: none"> <li>- Sponsorship Package changed to include more categories – more levels that small businesses and community groups can participate in</li> <li>- much earlier start on contacting sponsors</li> <li>- increased cash Sponsorship to \$79,500 (57,250 – 2011) and Grants to \$85,450 (30k 2011)</li> <li>- Increased In-kind Sponsorship to \$181,750 (93,840 - 2011)</li> <li>- a trained and qualified person in the role of sponsorship coordinator</li> </ul>	<p><b>Opportunities – repeat recommendations as 2011</b></p> <ul style="list-style-type: none"> <li>-develop an organizational flow-chart that relieves the 'top heaviness' of this Board.</li> <li>-have Chair manage the business of the Festival and Vice-Chair to manage logistics. Coordinators to manage their committees and portfolios</li> <li>-develop a Policy and Procedures Manual to cover Financials, Public Relations, Volunteers, Events, Fundraising, Complaints, Board Code of Conduct</li> <li>-develop a Gantt chart asap</li> <li>-every Coordinator needs direct access to a specific @halifaxpride email address</li> </ul>
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<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>-Graphics/Web site updates had many timeline gaps</li> <li>-sponsor status and/or benefits being given resulting from a lack of communication between sponsorship and Board executive</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>-loss of sponsors due to poor website responses</li> <li>-loss of sponsor income</li> <li>-Lack of firm By-Laws</li> <li>-lack of clear discussions of non-exclusivity in sponsor packages or agreements</li> <li>-sponsors payments must be received by (specific date) or pulled</li> <li>-lack of ability to enforce specific sponsor commitments</li> <li>-determine who has authority to extend commitments to others that can devalue other sponsor agreements</li> </ul>
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**SWOT ANALYSIS - A SWOT (Strengths, Weaknesses, Opportunities, Threats) assessment provides a quick overview of the organizational dynamics, identifies strengths and opportunities from which to build, identifies weaknesses and potential threats, and helps to determine if the threats identified are real and controllable or uncontrollable. If the threats are uncontrollable, such as the general economy or the weather, understand them, but do not spend much time acting on what is out of your control. The Strengths and Weaknesses are **INTERNAL** to the organization and the Opportunities and Threats are **EXTERNAL**.**

## **Volunteer Report for 2012 Pride Year**

**Overall Impression:** Very busy year with lots of new volunteers, all events were successful and well-staffed with volunteers. Next year increase volunteer requests from Board Members by 2 people during Pride Week. Make sure all Board requests are accurate and filled properly. Start soliciting new volunteers earlier in the year. Make sure Sponsors are approached about volunteer opportunities.

### **Breakdown of Events**

**½ Way to Pride:** Only I and 1 other volunteer required

Suggestion for next year: later volunteer hours as party doesn't start until after 11pm

**Colour Parties:** Not many volunteers were required outside of Board Members. When volunteers were used to supplement missing Board Member numbers, it was usually 1 other person then myself.

Suggestions for next year: Better Board Member attendance

**Fancy Gay Dress Party:** Approx. 15 volunteers plus Board Members required for set-up and follow thru of event

No suggestions for next year

**OUTbid Auction:** Approx. 15 volunteers plus Board Members required during day of event for various duties including decoration/display/sorting/labeling items/guest registration/running with purchased items/clean-up

Suggestion for next year: Better outline of duties for volunteers to minimize confusion amongst themselves

**Dykes Vs Divas:** Approx. 15 volunteers plus Board Members for various duties including set-up/bar sales/ticket sales/merchandise/break down/clean-up of grounds

Suggestions for next year: More volunteers for clean-up

**Queer Acts:** Approx. 10 volunteers throughout the week, most supplied by Adam Reid with duties including Ushering/Front of House Management/ Technical duties

No suggestions for next year

**Song Writer's Circle:** Approx. 4 volunteers, duties included passing out information and admission for the event

No suggestions for next year