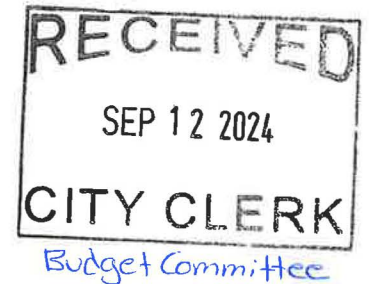


PRINCE ALBERT  ARTS BOARD

September 11, 2024

City of Prince Albert
1084 Central Avenue
Prince Albert, Sk
S6V 7P3



VIA EMAIL: cityclerk@citpa.com

Re: 2025 Budget – City of Prince Albert Funding for the Prince Albert Arts Board

On behalf of the Prince Albert Arts Board, please find enclosed:

- Our 2025 draft budget;
- Our current strategic plan; and
- The most recent financial statements.

As you will see in the enclosed documents, the Prince Albert Arts Board strives to make the most responsible and thoughtful choices possible in terms of how it uses its funding.

In addition to stewarding the Helen Ferris Memorial Trust Fund Grant, championing the arts in Prince Albert, and maintaining the Arts Hall of Fame, the Prince Albert Arts Board organizes two main endeavors each year: the Arts Hall of Fame Inductee Gala and Parts for the Arts.

We engage with the arts community by promoting as many arts events and projects as possible through monthly e-newsletters and our social media platforms. Members of our Board also attend all events we can. Our Publicity Coordinator, Janaya McCallum, has been hard at work over the last few months increasing our social media presence and creating a fresh new rebrand package for the Prince Albert Arts Board, which we look forward to officially unveiling at the Arts Hall of Fame Gala on September 27th.



We are committed to providing feedback and insight to the City of Prince Albert on behalf of the arts community and representing the arts in discussions and decisions in regards to planning, development, and culture. We welcome and invite Council to engage with us on these important topics.

Parts for the Arts

We have so far held three of our four planned Parts for the Arts events. These professional development and networking opportunities are organized and presented in response to the expressed interests of our local arts community. For example, in early 2024 we had Briane Folmer do a presentation on bookkeeping and taxes for artists, as it was something we are often asked about.

Our next Parts for the Arts event is going to be November 3rd and it's going to be something a little different: a One Day Choir. Singing is the one form of artistic expression that surmounts all class, age, gender, and culture. You don't need money or training or experience to sing! It's freely accessible to anyone. This will be an opportunity to come together to for a very fun few hours to take part in the joy of collectively creating music. Anyone is welcome. We hope to assemble the biggest choir Prince Albert has ever seen under the direction of Kayleigh and Brock Skomorowski.

Arts Hall of Fame

This year's Inductee Gala will be held on September 27th at the E A Rawlinson Centre for the Arts. This gala will celebrate our 2024 inductees. We are pleased to be celebrating:

Brian Sklar – Performing Arts - Music
Prince Albert Concert Band – Performing Arts Group
Lana Wilson – Builder
Darcy Blahut - Literature

As always, we have secured generous local sponsors to help make the event a beautiful and memorable evening.

Prince Albert Arts Board

1010 Central Avenue, Prince Albert, SK S6V 4V5
princealbertartsboard@gmail.com



Building Bridges Public Art Project

We continue to move forward with our Building Bridges Public Art Project, our active engagement with Truth and Reconciliation. While the process is slower than we would like because of the busy schedules of all involved, we are confident that we can present our inaugural art installation in late 2024 or early 2025. Our concept has evolved since we first had this idea, but what remains the same is that we are committed to the involvement and celebration of youth (particularly Indigenous youth) and collaboration with the community at large to create beautiful public art that tells our stories and gives us all something to look upon with pride. We continue to consider and pursue ways we can accomplish this without requesting an increase in our base funding from the City of Prince Albert.

In closing, I would like to say how proud I am to chair the Prince Albert Arts Board. We are a volunteer board made up of a dynamic group of passionate, hard-working individuals who together make a great team. This past year saw a changeover in our Board makeup; we are sad to see valued Directors move on, and are equally grateful for the new members who have joined us – Kayleigh Skomorowski, Janaya McCallum and Elliott Byers.

We respectfully request that the City of Prince Albert continue to provide this Board with funding of \$25,000, in keeping with past years provisions. I would also appreciate the opportunity to speak in person at Council in support of this request, and can provide speaking notes and a PowerPoint presentation closer to that date.

Thank you very much for your consideration.

Best Regards,

A handwritten signature in blue ink, appearing to be "Adreanna Gareau". The signature is stylized and includes a long horizontal line extending to the right.

Adreanna Gareau,
Chair,

Prince Albert Arts Board

Prince Albert Arts Board

1010 Central Avenue, Prince Albert, SK S6V 4V5
princealbertartsboard@gmail.com



Prince Albert Arts Board 2025 Budget

Tuesday, August 6, 2024

REVENUE	2025 Budget	2024 Budget	2025 Budget Notes
City of Prince Albert	\$25,000.00	\$25,000.00	External Agencies Grant Request
Arts Hall of Fame Ticket Sales	\$4,400.00	\$4,000.00	Ticket sales (tickets are \$65 each or table of 8 for \$480)
Arts Hall of Fame Sponsorships	\$1,000.00	\$1,000.00	Private Business Sponsorship
*AHOF/PFTA Rent in Kind	\$0.00	\$0.00	City of Prince Albert in kind
Helen Ferris Memorial Trust Fund	\$1,000.00	\$1,000.00	Using interest from 2024 and previous year's unused interest.
TOTAL REVENUE	\$31,400.00	\$31,000.00	
EXPENSES	2025 Budget	2024 Budget	2025 Budget Notes
Amortization - Computer	\$0.00	\$0.00	Fully amortized
Amortization - AHOF Kiosk	\$2,200.00	\$2,200.00	Confirmed with Darlene (Bookkeeper)
Annual Financial Review	\$1,200.00	\$1,200.00	Darlene Otet (Bookkeeper to complete the financial statements)
Bookkeeping	\$750.00	\$750.00	Annual contracted bookkeeping costs. Reduced expense to quarterly reports vs monthly.
Insurance	\$1,600.00	\$1,600.00	Directors' Liability; Property Contents
Office Supplies & Equipment	\$50.00	\$50.00	Minimal supplies are required such as envelopes, paper, storage shelves, etc.
Website	\$4,000.00	\$4,000.00	Arts Hall of Fame; Arts Board; Communications & Marketing contract (\$3,000), New branding (\$400)
Marketing	\$500.00	\$500.00	Split marketing from Website line
Awards	\$250.00	\$250.00	Mann Art Gallery Winter Festival and High School Juried Art Show
Storage Space	\$0.00	\$0.00	City of Prince Albert in kind
Administrative Support	\$0.00	\$0.00	City of Prince Albert in kind (Arts & Cultural Coordinator)
Banking Fees	\$120.00	\$150.00	Monthly and etransfer fees
ISC Fees	\$20.00	\$15.00	Fee increased from past year
Arts Events, Outreach, AGM, Meetings	\$785.00	\$785.00	Board meetings, arts consultation, AGM. Doing more virtually.
Strategic Planning	\$0.00	\$0.00	Done in 2023
Professional Development	\$1,000.00	\$1,000.00	For Board Members
Arts Hall of Fame (AHOF)	\$11,025.00	\$8,250.00	This includes all costs for the Arts Hall of Fame (not including AHOF sponsors)
AHOF Kiosk & Software Annual Fee	\$1,400.00	\$1,250.00	Annual costs to maintain display and software
Parts for the Arts	\$3,000.00	\$3,000.00	Professional Development for local artists and arts' organizations
Reconciliation project	\$2,500.00	\$5,000.00	"Building Bridges" art project(s). Using funds from previous year.
*AHOF/PFTA Rent in Kind	\$0.00	\$0.00	City of Prince Albert in kind
Helen Ferris Scholarships	\$1,000.00	\$1,000.00	Funding to student (by application/approval) for development in the arts, i.e. conferences, training
TOTAL EXPENSES	\$31,400.00	\$31,000.00	
Surplus/Deficit	\$0.00	\$0.00	

Legend:

* in kind

AHOF - Arts Hall of Fame

PFTA - Parts for the Arts

Notes:

There has been an agreement for the two Arts Board major events to have in kind use of the E.A. Rawlinson Centre for the Arts

The Arts Board wishes for the Parts for the Arts professional development event to be no (to low) cost for registrants/participants.

Professional development for the arts is a need identified through the Municipal Cultural Action Plan (MCAP).



PRINCE ALBERT
ARTS BOARD

STRATEGIC PLAN

2023-2025

Prince Albert Arts Board

3 Year Strategic Plan – 2023 to 2025

EXECUTIVE SUMMARY:

VISION

The Vision of the Prince Albert Arts Board is drawn from the City of Prince Albert's Civic Arts Policy.

That Prince Albert's...

- Citizens have a multitude of opportunities to engage in creative pursuits as artists, students, participants, and audience members.
- Reputation as an inclusive, innovative and culturally vibrant city is broadly recognized.
- Artists thrive in an open and encouraging environment that places high value on their contributions to our community.

MISSION

The Prince Albert Arts Board achieves its vision by:

- Advocating on behalf of artists and arts organizations
- Stewarding the Civic Arts Policy and assisting the City of Prince Albert in its implementation
- Actively engaging artists and arts organizations to understand their unique perspectives and needs
- Representing the arts in public policy making
- Generating and sharing resources to benefit the diverse community of Prince Albert and area through the arts
- Promoting Prince Albert and area arts within the city and beyond
- Increasing the opportunities for and recognition of Indigenous and youth artists.

VALUES

We celebrate the arts as a key contributor to the fabric of Prince Albert and area and are accountable for the following values:

- ✦ **Inspiration:** We nurture an environment where others will be inspired to explore and participate in the arts and where artists will be inspired to create
- ✦ **Accessibility:** We actively work to reduce barriers to participation in the arts
- ✦ **Inclusivity:** We recognize, celebrate, and encourage diversity in artistic practice and participation
- ✦ **Relevance:** We are committed to proactively and responsively serving the artists and arts participants of Prince Albert and area
- ✦ **Respect:** We will strive to ensure respectful relationships within the Prince Albert Arts Board and between the Arts Board and the community it serves
- ✦ **Collaboration:** We recognize the value and importance of collaboration in everything we do.
- ✦ **Fiscal responsibility:** We are committed to good stewardship of our resources.

STRATEGIC DIRECTIONS

Strategic Direction #1

Foster a community of artists, arts organizations, and patrons of the arts.

Strategic Direction #2

Strengthen the value and equity of the arts in Prince Albert

Strategic Direction #3

Increase the understanding and awareness of the Prince Albert Arts Board in Prince Albert and beyond

2023-25 STRATEGIC OBJECTIVES and MEASURES

a. *Establish the Building Bridges Public Art Project*

Actions

To action this objective, the group examined the levers it can pull to achieve them including financial, administrative systems, people and governance. These take the form of action descriptions.

- i. People: Recruit and engage Kevin; volunteers; youth; artists; and arts educators
- ii. Admin Systems: Find space to make art; Ensure board has final say on finances
- iii. Financial: Secure grant funding (patrons; local businesses)

Measure	Target
i. Inaugural installation	2024
ii. One art project per year (at least)	2024;2025
iii. # of community engagements	O/G
iv. # of promotions completed	O/G

- a. *Increase education regarding the value of having equitable opportunities for local arts organizations*
- b. *Increase promotion of current programming*
- c. *Advocate for equitable opportunities in the arts*

Actions

To action these objectives, the group examined the levers it can pull to achieve them including financial, administrative systems, people and governance. These take the form of action descriptions.

- i. People:
 - a. Recruit more board members and volunteers, especially youth. Increase the strength and capacity of the board
 - b. Recruit people to assist artists with grant applications
- ii. Admin Systems:
 - a. Orientation and annual review of the strategic plan
 - b. Share upcoming funding opportunities on our website and social media
- iii. Financial:
 - a. Research funding options/resources (businesses; grants; etc.)
 - b. Connect with granting bodies to advocate for more awareness of the value of PA artists in order to secure better funding for our area.

Measure	Target
i. % increase in financial support for the arts	Equivalent to the annual Consumer Price Index

- a. *Expand PFTA session participants*
- b. *Increase Council's awareness and appreciation of the PAAB*

Actions

To action these objectives, the group examined the levers it can pull to achieve them including financial, administrative systems, people and governance. These take the form of action descriptions.

- i. People: Identify presenters; Identify organizations to invite (PA Urban Indigenous Coalition; PAWG; PAAC; etc.)
- ii. Admin Systems: Develop presentation and messaging on PAAB; identify opportunities to present to Council; Send invitations to Board meetings or with board representatives; host an information session
- iii. Financial: Eliminate honoraria; increase promotion for PFTA;

Measure	Target
i. # of times Community Services and/or City Council request recommendations from PAAB	Every arts issue
ii. # of social media 'likes' and 'shares'	Establish rate of increase from current baseline
iii. # meetings with groups and organizations with board or board representative	Establish baseline

**Prince Albert Arts Board Inc.
Annual Financial Report
As At December 31, 2023
(For Management Purposes Only)**

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Adreanna Boucher, Chair



Tia Furstenberg, Treasurer

Prince Albert Arts Board Inc.
Statement of General Fund
December 31, 2023
(For Management Purposes Only)

	<i>Budget</i>	<i>2023</i>	<i>2022</i>
REVENUE			
Grant revenue	25,000	25,000	25,000
Event - Hall of Fame	4,000	3,961	3,448
Event - Hall of Fame sponsorship	1,000		
	<u>30,000</u>	<u>28,961</u>	<u>28,448</u>
Expenses			
Amortization	2,200	2,196	2,196
Awards	150	225	150
Bank charges and interest	160	92	74
Contracted services	500	433	366
Event - Hall of Fame	9,750	9,523	4,764
Event - Parts for the Arts	5,000	2,388	2,949
Governance expense	775	530	202
Insurance	1,600	1,605	1,507
ISC Fees	15	15	
Kiosk annual fee	1,250	1,302	1,217
Office supplies	50		0
Professional development	1,000		0
Professional fees	1,200	1,110	1,125
Reconciliation project	5,000		
Strategic planning	1,350	1,833	0
Website and Marketing	5,000	2,539	3,107
	<u>35,000</u>	<u>23,791</u>	<u>17,657</u>
Operating surplus (deficit)	<u>-5,000</u>	<u>5,170</u>	<u>10,791</u>
ASSETS			
Current			
Cash		77,561	68,972
Due from Helen Ferris Trust Fund		375	1,375
Prepaid expenses		971	1,142
		<u>78,907</u>	<u>71,489</u>
Capital Assets		<u>3,293</u>	<u>5,489</u>
		<u>82,200</u>	<u>76,978</u>
LIABILITIES AND FUND BALANCE			
Current			
Accounts payable		399	347
Unearned Revenue		6,250	6,250
		<u>6,649</u>	<u>6,597</u>
Fund Balance (unrestricted)			
Beginning of year		70,381	59,590
Operating surplus (deficit) as above		5,170	10,791
End of year		<u>75,551</u>	<u>70,381</u>
		<u>82,200</u>	<u>76,978</u>

Prince Albert Arts Board Inc.
Statement of Helen Ferris Trust Fund
December 31, 2023
(For Management Purposes Only)

	<i>Budget</i>	2023	2022
REVENUE			
Interest	1,000	668	495
	<u>1,000</u>	<u>668</u>	<u>495</u>
Expenses			
Bank charges and interest		6	0
Helen Ferris scholarship	1,000	375	1,375
	<u>1,000</u>	<u>381</u>	<u>1,375</u>
Operating surplus (deficit)	<u>0</u>	<u>287</u>	<u>-880</u>
ASSETS			
Current			
Restricted Cash		5,167	5,880
Accrued interest		286	286
		<u>5,453</u>	<u>6,166</u>
Investments		20,000	20,000
		<u>25,453</u>	<u>26,166</u>
LIABILITIES AND FUND BALANCE			
Current			
Due to General Fund		375	1,375
Fund Balance (restricted)			
Beginning of year		24,791	25,671
Operating surplus (deficit) as above		287	-880
End of year		<u>25,078</u>	<u>24,791</u>
		<u>25,453</u>	<u>26,166</u>

Prince Albert Arts Board Inc.
Combined Statement of General Fund and Helen Ferris Trust Fund
December 31, 2023
(For Management Purposes Only)

	<i>Budget</i>	<i>General Fund</i>	<i>Helen Ferris Trust Fund</i>	<i>2023</i>	<i>2022</i>
REVENUE					
General Fund	30,000	28,961		28,961	28,448
Helen Ferris Trust Fund	1,000		668	668	495
	<u>31,000</u>	<u>28,961</u>	<u>668</u>	29,629	<u>28,943</u>
Expenses					
General Fund	35,000	23,791		23,791	17,657
Helen Ferris Trust Fund	1,000		381	381	1,375
	<u>36,000</u>	<u>23,791</u>	<u>381</u>	24,172	<u>19,032</u>
Operating surplus (deficit)	<u>-5,000</u>	<u>5,170</u>	<u>287</u>	5,457	<u>9,911</u>
ASSETS					
Current					
Cash		77,561		77,561	68,972
Restricted Cash			5,167	5,167	5,880
Accrued interest			286	286	286
Due from Helen Ferris Trust Fund		375		375	1,375
Prepaid expenses		971		971	1,142
		<u>78,907</u>	<u>5,453</u>	84,360	<u>77,655</u>
Capital Assets		3,293		3,293	5,489
Investments			20,000	20,000	20,000
		<u>82,200</u>	<u>25,453</u>	107,653	<u>103,144</u>
LIABILITIES AND FUND BALANCE					
Current					
Accounts payable		399		399	347
Unearned Revenue		6,250		6,250	6,250
Due to General Fund			375	375	1,375
		<u>6,649</u>	<u>375</u>	7,024	<u>7,972</u>
Fund Balance (unrestricted)					
Beginning of year		70,381	24,791	95,172	85,261
Operating surplus (deficit) as above		5,170	287	5,457	9,911
End of year		<u>75,551</u>	<u>25,078</u>	100,629	<u>95,172</u>
		<u>82,200</u>	<u>25,453</u>	107,653	<u>103,144</u>

 Director

 Director

Prince Albert Arts Board Inc.
Statement of Cash Flow
As At December 31, 2023
(For Management Purposes Only)

	<i>General Fund</i>	<i>Helen Ferris Trust Fund</i>	2023	2022
Cash Flows from Operating activities				
Excess (deficiency) current year	5,170	287	5,457	9,911
Items not affecting cash:				
Amortization	2,196		2,196	2,196
	<u>7,366</u>	<u>287</u>	7,653	<u>12,107</u>
Changes in non-cash working capital				
Accounts receivable			0	0
Accrued interest		0	0	-80
Prepaid expenses	171		171	-134
Due to/from other fund	1,000	-1,000	0	
Accounts payable	52		52	145
Deferred revenue	0		0	6,250
	<u>8,589</u>	<u>-713</u>	7,876	<u>18,288</u>
Cash flows from Investing activities				
Purchase of capital assets	0			0
	<u>0</u>	<u>0</u>	0	<u>0</u>
Increase (decrease) in cash	8,589	-713	7,876	18,288
Cash, beginning of year	68,972	5,880	74,852	56,564
Cash, end of year	<u>77,561</u>	<u>5,167</u>	82,728	<u>74,852</u>
Cash is composed of:				
Cash	77,561		77,561	68,972
Restricted Cash		5,167	5,167	5,880
	<u>77,561</u>	<u>5,167</u>	82,728	<u>74,852</u>

Prince Albert Arts Board Inc.
Notes on Annual Financial Report
As At December 31, 2023
(For Management Purposes Only)

			2023	2022
General Fund				
	<i>Cost</i>	<i>Accumulated Amortization</i>	<i>Net Book Value</i>	
Capital Assets				
Computer Equipment	2,631	2,631	0	0
Kiosk	10,978	7,685	3,293	5,489
	<u>13,609</u>	<u>10,316</u>	3,293	<u>5,489</u>
Due from Helen Ferris Trust Fund				
Stephanie Andel, November 20th, Scholarship			375	
Received from Helen Ferris Trust Fund, April 11th, 2024			<u>375</u>	<u>1,375</u>
Prepaid Expenses				
Insurance Policy				
Premiums paid for period of August 3 to August 3 annually				
Prepaid for January 1 to August 3			971	912
Website				
Annual fees for 2023				230
			<u>971</u>	<u>1,142</u>
Payables				
Cara Stelmaschuk				
Dec 19-2022 Inv # 1030900837 Annual fees for 2023				230
Darlene Otet				
Jan 9-2024 Inv # 698 bookkeeping for Oct, Nov & Dec 2023			100	117
Co-op				
Sep 29-2023 Outstanding on wine purchase			179	
Odyssey Productions				
MC Fees for Hall of Fame Event			120	
			<u>399</u>	<u>347</u>
Unearned Revenue				
City of Prince Albert				
Deposit on Dec 28th, funding for Jan-Mar 2024			<u>6,250</u>	<u>6,250</u>

Prince Albert Arts Board Inc.
Notes on Annual Financial Report
As At December 31, 2023
(For Management Purposes Only)

2023 **2022**

Helen Ferris Trust Fund

Investments

Helen Ferris Fund

3 year non-redeemable term investment	20,000	20,000
- Interest at 2.500% (prior year 1.800%)		
- Maturing on June 5, 2025		
- Interest accrued from June 6, 2023 to December 31, 2023		

Accrued Interest

- accrued interest on Investment	286	206
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Due to General Fund

Scholarships paid by General Fund

- see General Fund notes for details (page 5)	375	1,375
- payment transferred to General Fund on April 11th, 2024		