

**GRANT FOR ASSISTANCE APPLICATION  
SOUTH CARIBOO (Electoral Areas G, H, AND L) and  
DISTRICT OF 100 MILE HOUSE**



On an annual basis, Electoral Areas G, H, and L of the Cariboo Regional District (CRD) and the District of 100 Mile House (the District) jointly provide Grants For Assistance to local non-profit organizations for projects, activities and events that strengthen and enhance the wellbeing of the community, promote volunteerism and support the goals and priorities of the CRD and the District.

Applications may be submitted to the Cariboo Regional District via mail or by hand at Suite D, 180 North Third Ave., Williams Lake, BC V2G 2A4 or by hand to Unit 3 – 170 Cedar Avenue 100 Mile House; facsimile at 250-392-2812; or email at [mailbox@cariboord.ca](mailto:mailbox@cariboord.ca)

Applications may also be submitted to the District of 100 Mile House via mail to PO Box 340, 100 Mile House, BC V0K 2E0 or by hand to #1-385 Birch Avenue, 100 Mile House, BC; facsimile at 250-395-1232; or email [district@100milehouse.com](mailto:district@100milehouse.com)

**THE DEADLINE FOR APPLICATIONS IS SEPTEMBER 30<sup>TH</sup>**  
Late applications will not be considered.

Before submitting your application, please ensure you have included all required documentation (incomplete applications will not be considered):

- Completed and signed application form
- Minutes of last Annual General Meeting
- List of current Directors
- Most current financial statements
- Required report for previous Grant for Assistance (if applicable and not already submitted -- if unsure, please contact us). The report should contain the following information:
  - How the funds were utilized;
  - The success of the project or event;
  - The benefits of the project or event; and
  - The manner in which the CRD was publicly recognized for providing funding.
- Budget for project you are requesting funds for

Cariboo Regional District  
File No. 1950-20 South

SEP 27 2020

Referred To OCU

If you have any questions, please contact the Cariboo Regional District or District of 100 Mile House, using the contact information noted above.

**RECEIVED**

SEP 16 2020

DISTRICT OF 100 MILE HOUSE  
BRITISH COLUMBIA



**Grant for Assistance Application – South Cariboo / District of 100 Mile house**

**Organization Information Sheet**

Name of Organization: 100 Mile & District Arts Council
Mailing Address: Box 2262 100 Mile House, B.C.
Telephone (office): (250) 791-5274      email: [REDACTED]
Purpose of Organization: see attached cover letter
How long has the organization operated in the community? Since 1975
BC Society Registration Number: S11835
Federal Charitable Registration Number: (if applicable)
Chairperson's name: Gordon Hoglund
Telephone: [REDACTED]      email: g[REDACTED]
Treasurer or Financial Officer's name: Karen Smith
Telephone: [REDACTED]      email: [REDACTED]

Annual General Meeting: Date of your last AGM September 8, 2020 (please attach minutes).

List of Directors: Please attach list of current Directors

Financial Statements: Please attach the last financial statement prepared and signed by the appropriate person (i.e., CA, CGA, CMA, comptroller, bookkeeper, financial officer, treasurer, etc.).

Previous Grant from CRD and/or District: Please indicate the amount of your previous grant from the CRD and/or District (if applicable) \$ 500.00

**A Final Report for your last grant received MUST be included with this submission, if not previously submitted.**

Current Grant Requested \$ 500.00



## Grant for Assistance Application – South Cariboo / District of 100 Mile house

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Please answer the following questions, using additional paper if necessary.

1. What plans has your organization made to fund its activities over the next 3-5 years?  
Our major fundraising activity is the annual Winter Arts & Craft Fair held each November. The fair has up to 30 crafters vending their crafts to the public. Funds are raised by charging vendors for spaces and by charging the public an admission fee. We are considering holding a second fair in the spring to raise additional funds.

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2. If your organization charges user fees/memberships/admission, attach your current fee structure:

3. What are your organization's specific goals and objectives for this year? How do they differ from previous years?

Our goals this year are to support students pursuing careers in the arts through scholarships. Due to funding changes by the B.C. Arts Council we are not able to provide funding to our member groups this year. We hope to return to funding these groups by presenting a second craft fair.

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4. Who does your organization serve? (% of clients from District, % of clients from the South Cariboo CRD)

District of 100 Mile 30% CRD 70%

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5. Does your organization receive a rental subsidy from the CRD and/or District? If so, how much?

No

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6. Does your organization receive any benefit from permissive tax exemption, and if so, how much?

No

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7. Does your organization use CRD or District owned facilities? If so, which ones?

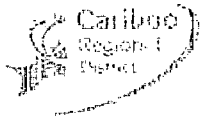
We rent meeting room space at Parkside and rent Martin Exeter Hall for concerts.

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8. How will you indicate that the CRD and District are contributing to your organization?

The logos are present on our programs, brochures, letterheads and advertising.

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## Grant for Assistance Application – South Cariboo / District of 100 Mile house

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### Project Summary Sheet

Please answer the following questions, using additional paper if necessary.

1. Brief Description of Proposed Use of Grant Being Applied For:

The grant will be used to help meet our annual goal of providing scholarships. If our craft fairs are able to proceed in a profitable way we will be able to return to funding member groups.

- 
2. How do you know there is a need for this service/project in our community?

Students apply for scholarship funds and express how helpful it is to receive them. Member groups apply for grants to aid artists in the community.

- 
3. Is your agency applying for funds from other levels of government or other sources for this project?

No

- 
4. Would you still be able to complete the project if you do not receive the other funds applied for?

We would be able to provide scholarship funds.

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5. Please describe the impact of this application being denied or approval of an amount less than requested.

Application denial or funds less than requested would result in us having a larger than budgeted loss.

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### Grant for Assistance Application – South Cariboo / District of 100 Mile house

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6. Start date of the project: May 2020

End date for the project: April 2021

7. Please describe the key activities that will take place to complete the project and any associated timelines.

June-August 2020 received District/CRD Grant. 2021 Grant application for District and CRD Grant-September 30, 2020 deadline. November 2020 Winter Arts & Craft Fair. Spring Arts & Craft Fair-April 2021.

8. Please provide a detailed financial budget for the project.

9. Please explain how you will measure and evaluate the impact of this project on the community? How will you determine if it was successful?

Scholarship winners must provide proof of enrolment before receiving their scholarship funds. Member groups provide reports on how the funds are used.

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**THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.**

  
President/Chairperson



# 100 Mile & District Arts Council

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The 100 Mile & District Arts Council is a volunteer run, community based umbrella organization for local arts and culture groups. We are dedicated to developing opportunities for area residents to experience and/or participate in creative and cultural endeavors. The Arts Council supports and encourages the arts in all fields. The object of the society is to increase and broaden the opportunities for residents of 100 Mile House and the surrounding district to enjoy and participate in cultural activities and to help coordinate the work and programs of cultural groups in the district. We act as a clearing house for information on cultural projects and activities and bring attention to civic and provincial authorities the cultural needs of the community.

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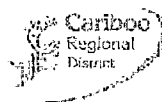
PO Box 2262, 100 Mile House, BC V0K 2E0

Website [100milearts.com](http://100milearts.com)

Email [administration@100MileArts.com](mailto:administration@100MileArts.com)



BRITISH  
COLUMBIA  
ARTS COUNCIL



Government  
of  
British  
Columbia



# 100 Mile & District Arts Council

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## Question # 2 Fee Structure

Arts Council Memberships- Individuals	\$15.00
Seniors	10.00
Business	30.00
Artistic Member Groups	30.00
Craft Fair Admission	2.00
Craft Fair Booth Rentals	75.00

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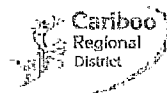
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BRITISH  
COLUMBIA  
ARTS COUNCIL



Government  
of  
British  
Columbia

**100 Mile & District Arts Council  
Minutes of Annual General Meeting  
held September 8, 2020  
At Parkside Centre**

**PRESENT:** Gordon Hogle, co-chair  
Karen Smith, Treasurer  
Melissa Hermiston, Secretary  
Bobbie Crane, Bruce Madu, Tammie Ozanne

**REGRETS:** Barbara Hooper, Walt Sherry

**MEETING CALLED TO ORDER AT:** 6:40 p.m.

**AGENDA:** The agenda was circulated, with the following additions:

- 11 c) Gaming Grant Workshop (Karen & Tammie)

Tammie moved and Bruce seconded that the agenda be adopted. CARRIED.

**MINUTES FROM LAST MEETING:** The minutes of the May 27, 2019 Annual General Meeting were circulated. Bruce moved and Bobbie seconded that the minutes be adopted. CARRIED.

**4. OLD BUSINESS ARISING FROM MINUTES:**

None.

**5. CORRESPONDENCE** – Confirmation of scholarship winner Baylee Shield's registration; her scholarship (\$500) has now been paid out.

**6. TREASURER'S REPORT** –

a) Karen circulated the latest financial report. There was confusion about the date on the header which was clarified. Melissa moved and Karen seconded that the report be received. CARRIED.

b) Karen also circulated the annual financial statement as of April 30, 2020, as prepared by Gary Brooks. Bruce moved and Bobbie seconded that it be received. CARRIED.

**7. COUNCIL'S ANNUAL ACTIVITY REPORT**

A written report, composed by Gordon, was circulated to the board. It acknowledged the challenges faced by the board in 2020, specifically Covid-19 related interruptions including the cancellation of the Sprint Arts and Crafts Fair that had been planned for April. It also made note of the passing in January of board member Doris Ruffli; many thoughts and memories of Doris were shared by board members.

**8. MEMBER GROUP REPORTS**

a) 100 Mile Festival of the Arts – Brian Porritt

A written report submitted by Brian was submitted. The festival society held its AGM in June. The 2021 festival will run April 26 – May 7 with a showcase on May 8. The society is looking at and preparing for a virtual festival if necessary due to Covid-19.

b) 100 Mile Community Band – Wendy Jalbert

A brief email from Wendy indicated that the band has taken a hiatus due to Covid-19 and has no restart date planned at this time.

c) Cariboo Artist Guild – Bobbie Crane



A written report was presented by Bobbie. CAG held their first meeting in July since Covid-19 suspended their gatherings. The report summarized the 40<sup>th</sup> Annual Fine Art Show and Sale which wrapped up Sept. 12. CAG is signing up artists to showcase at the village office over the next several months.

d) 100 Mile Performing Arts Society – Karen Smith

Karen presented a written report noting that Disney's The Little Mermaid was a resounding success; the society is considering presenting a musical next spring entitled The Last Five Years. It would be a double-cast two person production, with 12 shows over three weeks.

**9. STANDING COMMITTEE REPORTS**

a) Scholarships – two scholarships (\$500 each) have been paid out this year to Baylee Shields and C. Douglas Fisch.

b) Winter Arts & Craft Fair – Tammie provided an update to the board as to the status of WACF plans and preparations. There has been good response from the vendors and a few even asking if there could be a third day added. Much discussion ensued about whether or not the fair would be able to go forward, given the uncertainties of Covid-19 as well as the large amount of extra work that would be required to hold the fair safely. The board settled on making a decision about the fair at the next board meeting, Oct. 6.

Bobbie brought up the issue of the pieces of artwork that had been donated to the council, which still haven't been raffled off. A fall raffle was discussed – with booths set up around the community to collect donations – and will be further explored at the October meeting.

**10. NOMINATION AND ELECTION OF BOARD MEMBERS**

Bruce moved and Tammie seconded nominations of all board members present plus Barbara. CARRIED. Bobbie suggested we send some correspondence to the member groups, reiterating their relationship with the council and the responsibilities for their member group representatives. Karen noted there were currently eight member groups paid up with memberships.

Board executives will be as follows:

Karen – Treasurer

Melissa – Secretary

Gordon – President

Bruce – Vice-President

**11. OTHER BUSINESS**

a) Electronic bulletin board on 100 Mile Community Hall – brand new addition to Birch Ave, looks great, will be a welcome addition to the community.

b) Volunteer hours – it's important for the purposes of grant application (see note 'c'), to keep track of these. Melissa will keep the list in her binder and circulate at each meeting. Include travel time, meeting time and all hours spent volunteering for the Arts Council.

c) Gaming Grant Workshop – Karen and Tammie recently attended a workshop on how to successfully apply for gaming grants in the community. Highlights include:

- organizations must provide 25 per cent of program cost. Can be money, volunteer hours or in-kind costs.

- grant money cannot be used for society operating cost; must be for a specific project / event.

- society must have a separate bank account, cheques and books set up for gaming grant funds, and a financial report must be submitted back to the gaming corp after event / project.

- if funds aren't used they must be paid back.

The board will come back in October with some ideas of projects or events for 2021 that could be used to apply for a grant.

**12. UPCOMING MEETINGS**

Board Meeting – Oct. 6, 2020 1 p.m.

General Meeting – Nov. 3, 2020 1 p.m.

Meeting adjourned at 8:30 p.m.

100 Mile & District Arts Council  
Membership -- September 2020  
DIRECTORS

**Bobbie Crane**

Occupation: Artist, Director since 2017

- well-known artist in the community
- teaches art workshops and gives art classes
- board member on South Cariboo Arts and Culture Society (runs Parkside Art Gallery)
- has many contacts and connections in the art community
- great "people skills" and has proven a good "event organizer"

**Melissa Hermiston**

no\_smalley@hotmail.com

Occupation: Sales manager, writer, Director since 2017, Secretary since 2018

- freelance reporter/photographer
- co-director of / singer in community choir
- social media / website co-ordinator for several community organizations
- lifelong musician / singer

**Gordon Hoglund**

Occupation: Retired Teacher, Director since 1990s, co-chair since 2018

- former chair of Arts Council for many years
- administrative positions on 6 boards for a variety of organizations
- retired teacher (pre-school to post secondary); pre-school reading program, special needs (grades 1-7, secondary school); English, Math, Alternate program; curriculum development at Cariboo College for Ministry of Post-Secondary Education
- board member of Cedar Crest Society (for developmentally disabled individuals)
- trainer for Educational Assistants for School District #27
- has a unique combination of analytical and empathetic skills
- strong compositional skills that have benefitted the Arts Council when narratives, letters and other correspondence need to be produced.

**Barbara Hooper**

Occupation: Retired Teacher, Director since 2011, co-chair since 2018

- B. Ed. (elementary music and visual arts)
- Retired elementary classroom, fine arts and learning assistant teacher
- adult and children's choir conductor
- artist, actress, musician (singer, piano, guitar)
- flamenco and belly dancer
- former owner of Art Sign business
- have served on three local boards of directors
- co-organizer of annual Winter Arts & Craft Fair

**Bruce Madu**

Occupation: Retired CCA Canada Investigator, Director since 2012

- co-ordinator of 100 Mile Festival of the Arts
- director of 100 Mile House Wranglers board (KIJHL hockey team)
- recipient of Citizen of the Year Award 2017 (Chamber of Commerce)
- decades of volunteerism, including for Red Cross and Royal Canadian Legion
- fundraiser for student scholarships and community organizations
- avid woodworker

**Tammie Ozanne**

Box 5066 [REDACTED]  
108 Ranch, B.C.

[REDACTED] (home) [REDACTED] (cell)

[tahmox@hotmail.com](mailto:tahmox@hotmail.com)

Occupation: Retired teacher, director since 2018

- Volunteer with Parkside Gallery and vice-president of SCACS
- Teacher for twelve years, primarily in elementary (grades K-7 plus librarian), but has taught all ages including Cosmetology at the high school level. Also taught in multi-grade classrooms, From K-3 in Anahim Lake and Lac La Hache.
- helped organize several Remembrance Days, written the Christmas Play for the Mile 108 School, been the catalyst for several multi-grade events in Art and the Horse Lake Science Fair as well as art.
- Had students enter in the 100 Mile House Festival of the Arts as a class several times.
- Passionate about teaching about the Fraser River Sturgeon, which culminates in creating a 3 metre long sturgeon, using several techniques to make it. Enhance knowledge, teamwork, science, and art. This has been hung at Horse Lake and 108 Mile Schools.
- Five years as treasurer for Cariboo Chilcotin Teacher's Association
- Twelve years as secretary-treasurer for Scouts Canada, Lillooet District, including leadership in Beavers and Cubs for five of those years.
- Thirty years as a hairstylist, beginning in 1976, which included hair show work and competition, teaching apprentices, and running two businesses. Also taught at the high school level.

**Karen Smith**

[REDACTED]  
Box 120  
108 Mile Ranch, B.C.  
V0K 2Z0

[REDACTED] (home) [REDACTED] (cell)

Occupation: Retired Education Assistant, Director since 2017. Treasurer since 2018.

- Director, producer, actress in local community theatre
- Treasurer for 100 Mile Performing Arts Society
- visual artist, vocal and speech arts performer, Choir member
- Junior curling coach for 100 Mile Curling Club
- Completed EA program at Thompson Rivers University

**100 MILE & DISTRICT ARTS COUNCIL**

**FINANCIAL STATEMENTS**

(Unaudited - see Notice to Reader)

**April 30, 2020**

NOTICE TO READER

STATEMENT OF NET ASSETS

STATEMENT OF OPERATIONS

NOTES TO FINANCIAL STATEMENTS

*Gary W. Brooks*  
ACCOUNTANT

973 Campus Court, Kelowna, BC V1Y 8C6  
Phone: 250.808.8831 • Email: gwbrooks@live.ca

**NOTICE TO READER**

I have compiled the Statement of Net Assets of 100 Mile & District Arts Council as at April 30, 2020 and the Statement of Operations for the 12 month period then ended from information provided by the directors. My review consisted primarily of enquiry, reconciliation of accounts, analytical procedures and discussion related to information supplied to me.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with generally accepted accounting principles.

Kelowna, BC  
May 27, 2020



Gary W. Brooks, Accountant

**100 MILE & DISTRICT ARTS COUNCIL**

**STATEMENT OF NET ASSETS**

(Unaudited - see Notice to Reader)

**As At April 30, 2020**

**Assets**

<b>Current</b>	<b>30Apr2020</b>	<b>30Apr2019</b>
Cash, Operating Account	\$ 2,467	\$ 542
Restricted Scholarship Fund (Note 5)	1,750	1,740
Restricted Special Projects Fund (Note 4)	2,748	5,747
Prepaid expenses	177	177
	<u>\$ 7,142</u>	<u>\$ 8,206</u>



**Liabilities and Assets**

**Liabilities**

Scholarships payable (Note 5)	\$ 500	\$ -
Arts & Crafts Fair prepaid receipts	399	-
	<u>899</u>	<u>-</u>

**Net Assets**

Operating	\$ 1,745	\$ 719
Restricted	4,498	7,487
	<u>6,243</u>	<u>8,206</u>
	<u>\$ 7,142</u>	<u>\$ 8,206</u>

  
 \_\_\_\_\_  
 Director  
  
 \_\_\_\_\_  
 Director

**100 MILE & DISTRICT ARTS COUNCIL**  
**STATEMENT OF OPERATIONS**  
(Unaudited - see Notice to Reader)  
**For the 12 Month Period Ended April 30, 2020**

	<b>12 Months 30Apr2020</b>	<b>12 Months 30Apr2019</b>
<b>RECEIPTS</b>		
Membership	\$ 335	\$ 95
Arts & Crafts Fair	4,129	4,294
Other Events	100	830
BC Provincial grants (Note 6)	-	3,650
Municipal Grants	125	500
Donations and sponsorships	480	-
	<b>5,169</b>	<b>9,369</b>
 <b>EXPENDITURES</b>		
Dues and memberships	117	141
Office and miscellaneous	280	227
Insurance	425	425
Rent and facility operation	102	318
Community Arts Group grants and other (Note 7)	75	4,400
Arts & Crafts Fair	1,170	1,412
Art Crawl	2,576	-
Newsletters, internet, promotion	1,898	1,326
Concerts	-	350
Scholarships, Bursaries (Note 5)	500	500
	<b>7,143</b>	<b>9,099</b>
<b>EXCESS (or DEFICIT) OF RECEIPTS OVER EXPENDITURES</b>	<b>\$ (1,974)</b>	<b>\$ 270</b>



**100 MILE & DISTRICT ARTS COUNCIL**

**NOTES TO FINANCIAL STATEMENTS**

(Unaudited - see Notice to Reader)

**For the 12 Month Period Ended April 30, 2020**

**1. NET ASSETS, OPERATING**

	30Apr2020	30Apr2019
Net assets, start of year	\$ 719	(151)
Excess (or Deficit) of receipts over expenditures	\$ (1,974)	270
Transfers from (to) restricted funds	3,000	600
	<u>\$ 1,745</u>	<u>\$ 719</u>

**2. SIGNIFICANT ACCOUNTING POLICIES**

The Arts Council accounts for its activities on a fund accounting basis appropriate for a society using the deferral method. No amortization is recorded on capital assets.

**3. PURPOSE OF THE COUNCIL**

The Council is incorporated under the Societies Act of British Columbia. The Council is a volunteer-run, community-based organization dedicated to developing opportunities for area residents to experience and/or participate in creative and cultural endeavours.

**4. SPECIAL PROJECTS FUND**

These are funds put aside for worthwhile events promoting the Arts hosted by the Arts Council or a Member Group, and include concerts, stage performances, artistic displays, and also include funding for Member Group Grants, which are awarded in May.

**5. SCHOLARSHIPS AND BURSARIES**

The Council is committed to providing annual scholarships to graduate students of Peter Skene Ogden Secondary School on the following amounts. The scharships are awarded in June. Only one scholarship was awarded in the current year.

Donna Loveridge Memorial	\$ 500	- visual arts
Arts Council	500	- performing arts
Arts Council	500	- literary arts
	<u>\$ 1,500</u>	

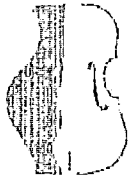
**6. BC PROVINCIAL GRANTS**

The Council applies annually for a provincial operating grant for the following fiscal year. The grant received is based on a number of factors and varies in total from year to year. A portion of the grant is received on behalf of arts member groups and paid out to them upon receipt of the grant. A grant was not received in the current year.

	30Apr2020	30Apr2019
BC Arts Council Grants received		
Basic Assistance	\$ -	\$ 3,650
Local Government Matching	-	-
	<u>\$ -</u>	<u>\$ 3,650</u>

**7. ARTS MEMBER GROUP GRANTS**

Community Arts Group grants awarded	\$ -	\$ 4,250
( No grants were awarded in the current year)		



# 100 Mile & District Arts Council

September 10, 2020

District of 100 Mile House  
Cariboo Regional District

The grant we received last year was used for start up funds for the Winter Arts and Craft Fair and student scholarships. Last year we awarded two \$500.00 scholarships. One was paid in our prior fiscal year. This fiscal year we awarded two \$500.00 scholarships which have been paid. All of the Students expressed how helpful these funds were in continuing their education. The District of 100 Mile and CRD logos appear on our stationary, programs and advertising.

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PO Box 2262, 100 Mile House, BC V0K 2E0

Website [100milearts.com](http://100milearts.com)

Email [administration@100MileArts.com](mailto:administration@100MileArts.com)



BRITISH  
COLUMBIA  
ARTS COUNCIL



Government  
of  
British  
Columbia



# 100 Mile & District Arts Council

Proposed Budget  
May 1, 2020-April 30, 2021

## Income

Memberships	320.00
Winter Arts& Craft Fair	3000.00
Spring Arts& Craft Fair	3000.00
Municipal Grant	<u>500.00</u>
	6820.00

## Expenses

Dues & Memberships	120.00
Office & Miscellaneous	300.00
Insurance	425.00
Rent	250.00
WACF	1500.00
SACF	1500.00
Advertising	1500.00
Scholarships	<u>1000.00</u>
	6595.00

Excess of Revenue over expenses \$225.00

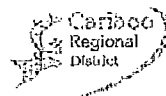
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