PARKS, CULTURE & COMMUNITY SERVICES
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File: 1239344

DWV Arts & Culture Strategy – Steering Committee

MEETING NOTES – April 3, 2017, 2:30–4:30pm

West Vancouver Community Centre, Mountain Room #101, 2121 Marine Drive, V7V 4Y2

Present: Graham Nicholls (Co-Chair), Chief Janice George, Don Vaughn, Tracey Tarling, Jackie Wong, Meichen Waxer. Staff: Corinne Ambor, Stephen Mikicich, Doti Niedermayer, Natalie Roizman
Via Skype: Jason Dias, MDB Insight
Regrets: Anne Mooi, Terry Pask, Stephanie Jones, Jacquie Gijssen (Co-Chair), Rob Gloor, Paddy McLeod

AGENDA:
1. Welcome
2. On-line Community Survey Questions – Review
3. Focus Groups - Discussion on management: number of focus groups
4. Review Focus Group Stakeholder list
5. SC Meetings
6. Other business

MEETING NOTES:

1. Welcome: Steering Committee (SC) and Jason Dias welcomed to meeting by Co-Chair.

2. On-line Community Survey Questions – Review:
   Steering Committee reviewed on-line survey questions with MDB Insight and made several recommendations.
   - Staff to send their meeting notes to MDB to ensure all suggestions are captured.
   - MDB to send revised questionnaire to staff by April 4.
   - Staff to circulate revised survey to SC via email for final review.

3. Focus Groups:
   SC discussed the format and number of focus groups to be led by MDB and the remaining to be led by community facilitators. Suggestions:
   - MDB to lead 5-8 focus groups including: 1st Community Workshop, business community, First Nations, regional cultural leaders, DWV staff, West Vancouver Society for Art, Architecture and Design (WVSAAD/CAAD).
   - SC to identify and confirm community facilitators to lead World Cafés held in various locations in West Vancouver. The World Cafes will combine interest groups and be open to the public for participation. Invitations will be sent to specific cultural organizations and individuals to attend as well as general notice to the community.

4. Review Focus Group Stakeholder list: SC to review Focus Group Stakeholder list and suggest any additional names by Friday, April 7, 2017.

5. SC Meetings: SC meetings will be open to public. Meeting dates, agendas and meeting notes will be posted on the District's website in the arts and culture section.

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6. Other business: None.

ACTION:

- Revised survey questions sent to SC.
- SC to submit any additional names for the stakeholder list.
- Next meeting date: Tuesday, April 18th from 2:30-4:30PM to be confirmed. (April 17th is a holiday).