Nanaimo Chapter 2024

35 YEARS OLD AND GOING STRONGER THAN EVER

Mark your 2025 calendar! Info will be sent in email as well

- No meeting in January
- AGM is on February 1
- Sharon Lennox Demo on March
- Zann Hemphill Demo on April 5

Upcoming Workshops - Registration not open yet

- Lalita Hamill will be back with another wonderful 2 day workshop

March 15th and 16th 2025

- Doug Swinton from Calgary will present a 2 day workshop

April 26th and 27th 2025.

NFCA Membership Meeting December 7 2024

- Welcome and Board Members Intro
- Update from 50/50 team, Kathleen
- Update from the Workshop Lead, Marilyn
- Update from the Demo Lead, Eileen
- Update from the Treats Coordinator, Kathy
- Update from the VICC Fundraiser
- Members News
- QR Code cards, NFCA Info sheet and binder at the back
- Chapter Achievements
- FAS Report
- Nomination List
- Draw for prizes- get your name in the box, check our the prizes
- Party for a bit
- Draw for prizes
- Party some more

What did we accomplish?

We now have 105 members. This year, Trudy Broadley and Dominik Modlinski achieved Associate member status. Claudia Lohman and Brenda Matsen have achieved Signature Status! Congratulations again.

Marilyn S. organized 3 workshops and found us a spacious, quiet, reasonably price venue for all our workshops! Marilyn has also lined up two workshops for 2025, has prepared lots of information for the next Workshop Coordinator. Thank you for 6 years of volunteering in this role!

Under the guidance and with the hard work of Carol Webber, our secretary, we now have an updated and quite comprehensive Policies and Procedure Document to use as a base for the governance of our Chapter. Carol also helped with membership, a role that she will continue with next year. Thank you for your years of help and advice.

Our Treasurer, Janene, has prepared short documents to help the transition of new board members and shepherded our group all year. Thank you for your help and hours of work particularly with the FAS financial tasks.

Karen Poirier prepared all our newsletters for the past years as well as the contributions to Art Avenue. Well done and thank you.

Kathleen Steward lead the new initiative and experiment of a licenced 50/50 draw. It brought Approximately $1600 to our Chapter. The rules and regulations of BC Gaming License are significant and her and her team have put in hours of work to satisfy the rules. A worthy experiment that will likely not be repeated. Great job!

Susanne, our amazing digital media person, re-furbished our website, and made many improvements. She also developed helpful manual for our social tools- ready for our next members helping with those tasks (see the binder)

- **Development of Social Media and Wix/Website Master Roles document and outlined all tasks performed including the use of WIX.com as applied the NFCA Website**
- **Added an Art Gallery in WIX , revised the Members Resources Tab and postings**
- **Created user documents on how to Upload Biographies and how to Renew Membership in WIX**
- **Run Analytics in WIX – provided a monthly website location report to the BOD, that outlined number of users from numerous cities that access the NFCA website**

- **Developed knowledge regarding the use of SquareUP.com Two Step Validation, how to**

Create a Workshop, Create an Item, Change Stock Amount, Issue a Refund, Find Information, Investigate Names on the Workshop Waitlist to assist the Workshop Coordinator 5.

- **Researched and used the Bulk Import process for Square at the fine art show**
- **Created the bulk upload for the FAS in order to have 125 art items added to the library**

The 2024 Nanaimo Fine Art Show

205 submissions, 90 qualifying pieces (for those interested in reaching the Associate status) and 35 additional paintings. We did not invite other Chapters to submit so this is really impressive.

The jurors were terrifically impressed.

We have a new card display that was very successful and the silent auction was awesome.

The Daily Draw paintings were beautiful, we had a total of seven donations. WE now have more than 1000 new email addresses to enter in our database for future show invitations.

Suggestions for next year:

- **keep the same size requirements**
- **keep a fifth small painting submission free**
- **hold the Award Event on the first day of the show but from 4 pm to 6 pm**
- **Keep the same templates for all advertising and files. It turns a three week job into a one day job and is good for branding**
- **Dates on “curtesy hold” by VICC : Nov. 12 to 16.**

1809 (and likely more than that) attended!

Including the Thursday evening event

We sold 12 paintings!

2024 Nanaimo Fine Art Show Financial Report as of Nov. 26

The numbers may change a bit but this is a fairly good picture

Revenues	
City Grant	2,200
Sponsorship	3189
Commission on sales	3254
Submission fees	1880
Silent Auction	4516
Donations	315
Cards	698
total	**16,052**

50/50	**1600**
total	**17,652**

Expenses	
inlcudes the 1922 paid in 2023.	2952.59
Printing	1051.5
Marketing	1447.34
Awards	1000
Jurors	180
supplies	363.01
Appreciation gifts	200
Gala	234.86
total	**7429.3**

Profit (without the 50/50)	**8622.7**

Details

Sponsors	
Acrylic University	1314
Hartman House	50
Community Credit CU	250
Martin Velsone Real Estate	250
VIAA	600
Old city Quarter Inv. Services	300
Damsel Clothing	275
Dentist, Brenda	150
total	**3189**

Total visitors including the Thursday evening event	1809

Volunteer hours	
Before the show	174
Nov. 13	40
During the show Nov 14 to 17	109
After the show Nov 18 to 28	51
Total	374

Supplies	
Award Ribbons	127
	40
business license, others	123.12
sticky tape, other	196.01
	486.13

Printing	
incl mark. Posters	916.99
	0.36
	132.6
	1.55
total	1051.5

Marketing	
Island Art Magazine	300
Nanaimo Magazine	446.25
Rack cards and post cards	250.77
QR Code business cards	
large road sign expenses	411.18
vinyl sheets	39.14
total	1447.34

Advertising

- Hammond Bay Magazine
- Time News Columnist
- Nanaimo Bulletin
- Nanaimo News Now
- Nanaimo Magazine
- Island Art Magazine
- Nanaimo Tourism
- Nanaimo Events
- Event Brite
- All Events
- Harbour Living
- Many many others online avenues and sites, Facebook, Instagram posts
- Thanks to Marina, Susanne, Sarah, Brenda, Trudy and many others who shared and posted!

- 100 Posters (thank you Marina and Charlotte and others who took on specific areas)
- 1500 Rack Cards
- 30 small Road signs
- 4 Big road signs (4 feet by 4 feet)
- 6 Big banners

- 280 email invitations to last year's visitors
- Many invitations to special guests
- All sponsors received invitations and thanks, a certificate, a package of art cards, two posters and rack cards

NFCA Website Yearly Traffic 2024			
Date Range	**Page views**	**Site sessions**	**Unique visitors**
Apr 15 - May 14	429	137	114
May 3 -June 1	330	82	6
June 1 - June 30	297	60	32
July 3 - Aug 1	246	74	44
August 1 - August 31	574	135	49
September 1 - September 30	551	119	55
October 1 - October 31	734	180	81
November 1 - November 30	890	298	184
December 1 - December 31			
Total	**4051**	**1085**	**565**

January, February, March Not included - Stats not started until April

PLATINUM SPONSORS

CITY OF NANAIMO
THE HARBOUR CITY

ACRYLIC UNIVERSITY

GOLD SPONSORS

VANCOUVER ISLAND CONFERENCE CENTRE

staples

Budget Self-Storage

SILVER SPONSORS

Iron Oxide
ART SUPPLIES

COASTAL COMMUNITY
TOGETHER, LET'S DO GREAT THINGS

Silver
INTEGRAL
Integral Wealth Securities Limited

damsels
fashion collections

MARTIN VEISEN TEAM
RE/MAX

YELLOW BIRD
ARTS GALLERY
Fine Art & Custom Framing

FRIENDS OF THE ARTS

hullo

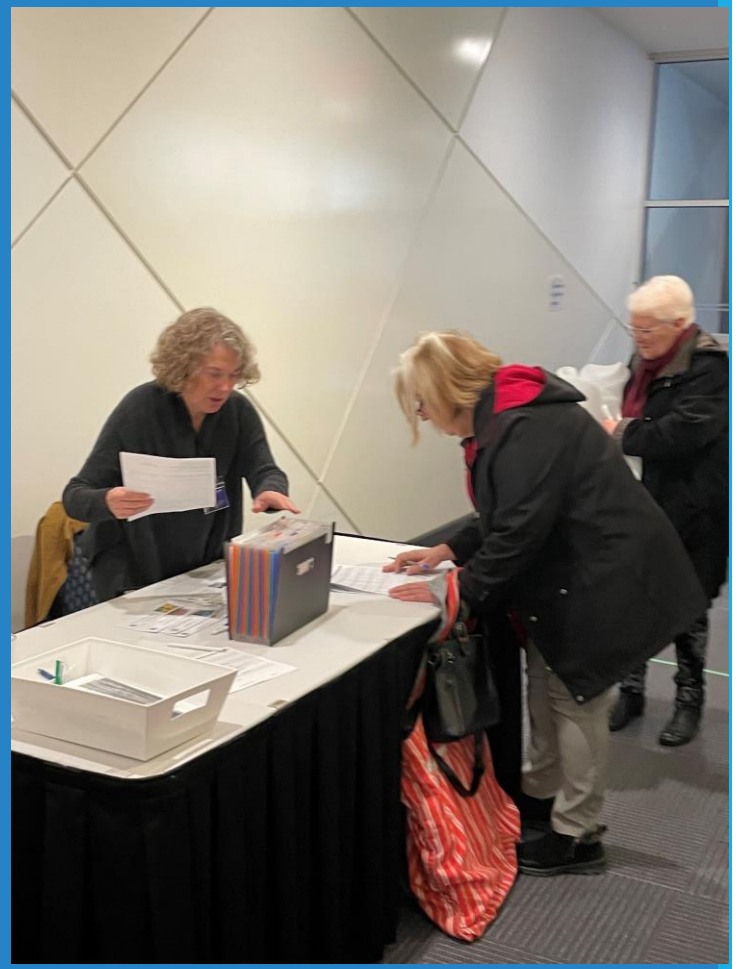
print three

KC's BOUTIQUE petites

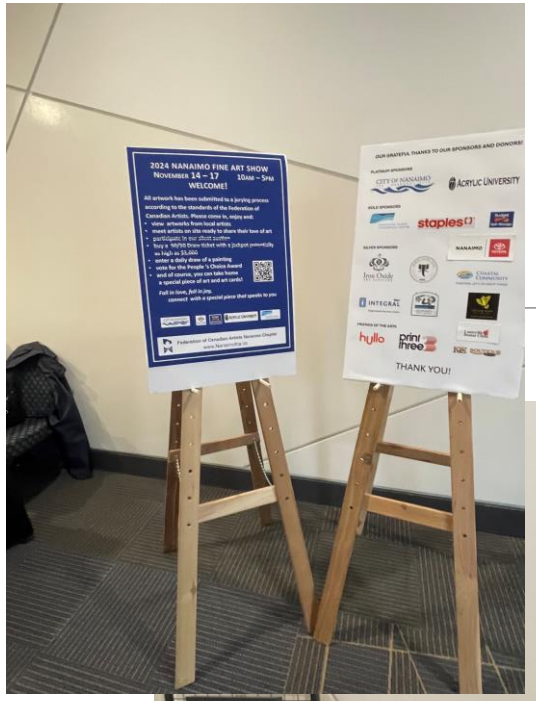
THANK YOU!

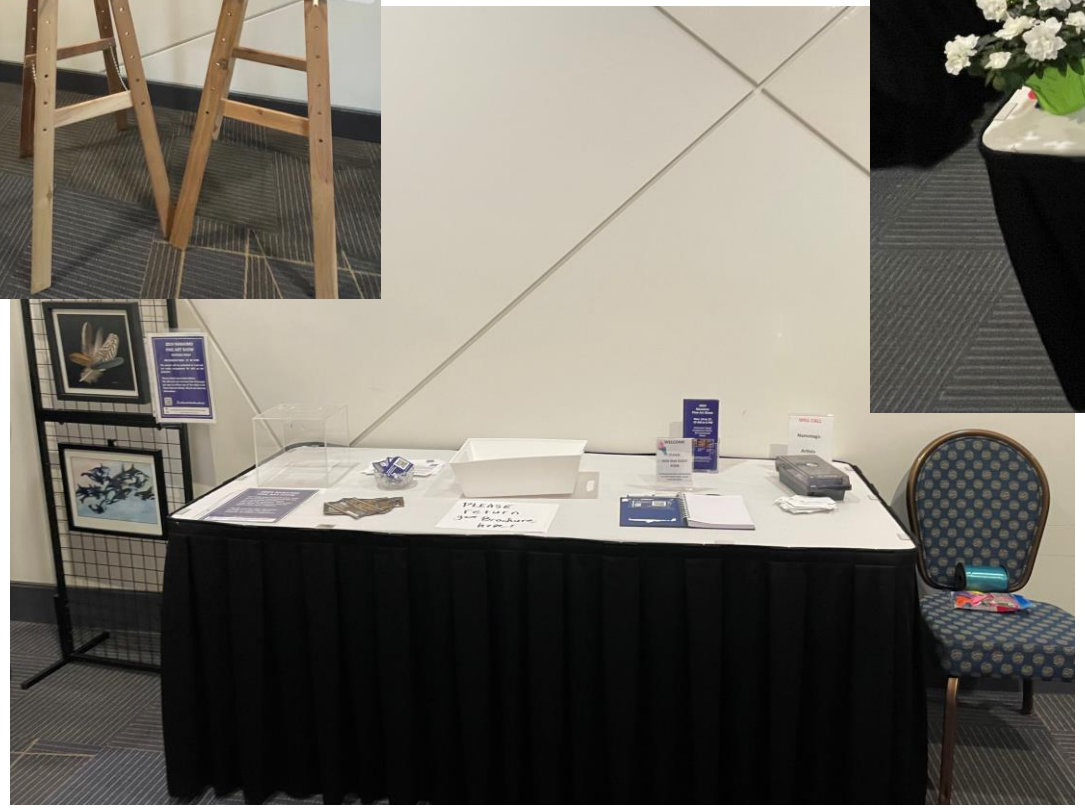
2024 NANAIMO
FINE ART SHOW
Nov. 14 – 17
10 AM – 5 PM
VANCOUVER ISLAND CONFERENCE CENTRE
80 COMMERCIAL STREET, NANAIMO
Federation of Canadian Artists Nanaimo Chapter
Nanaimofca.com

2024 NANAIMO
FINE ART SHOW
Nov. 14 – 17
10 AM – 5 PM
Federation of Canadian Artists Nanaimo
Nanaimofca.com

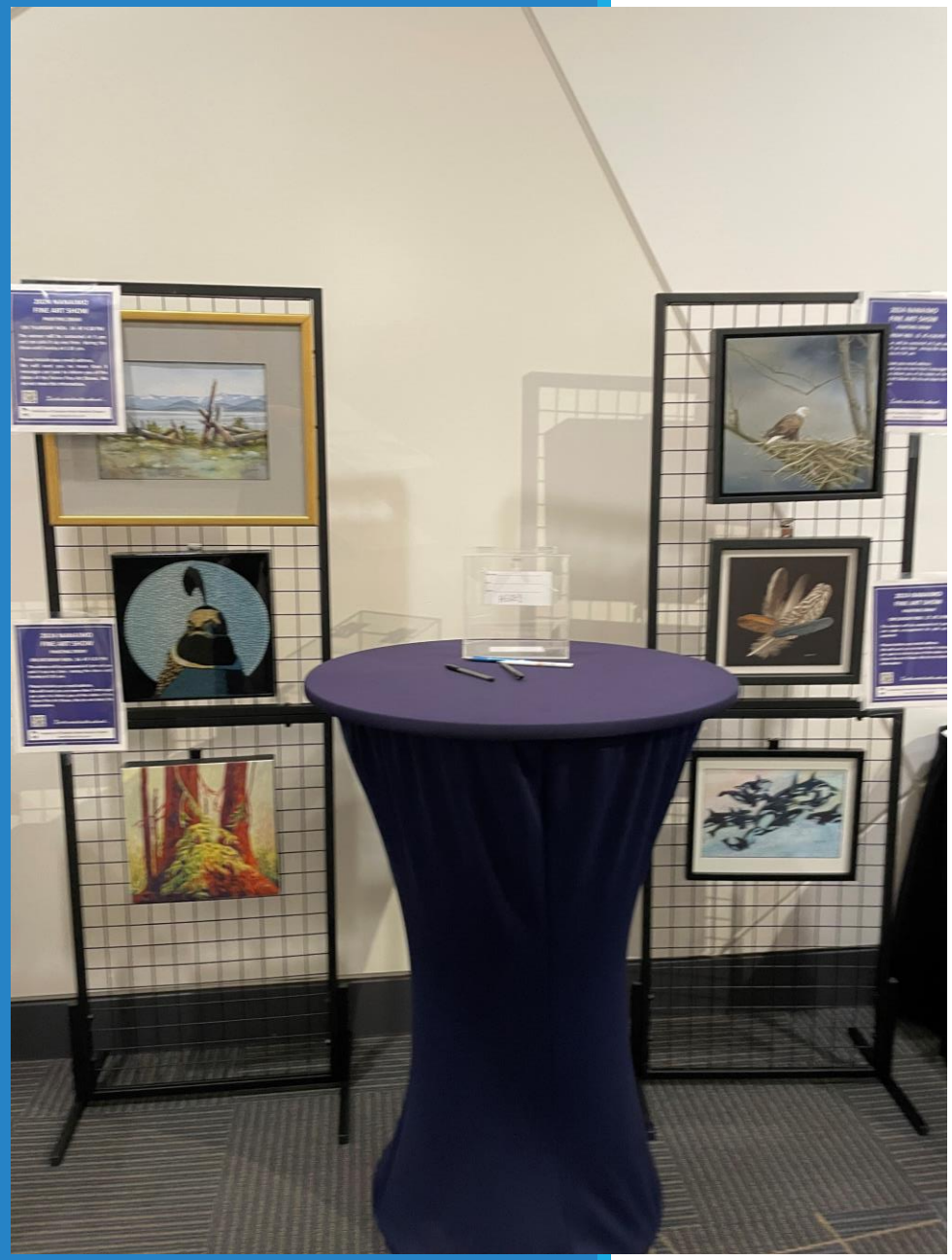


The intake process was calm and orderly (big smile)

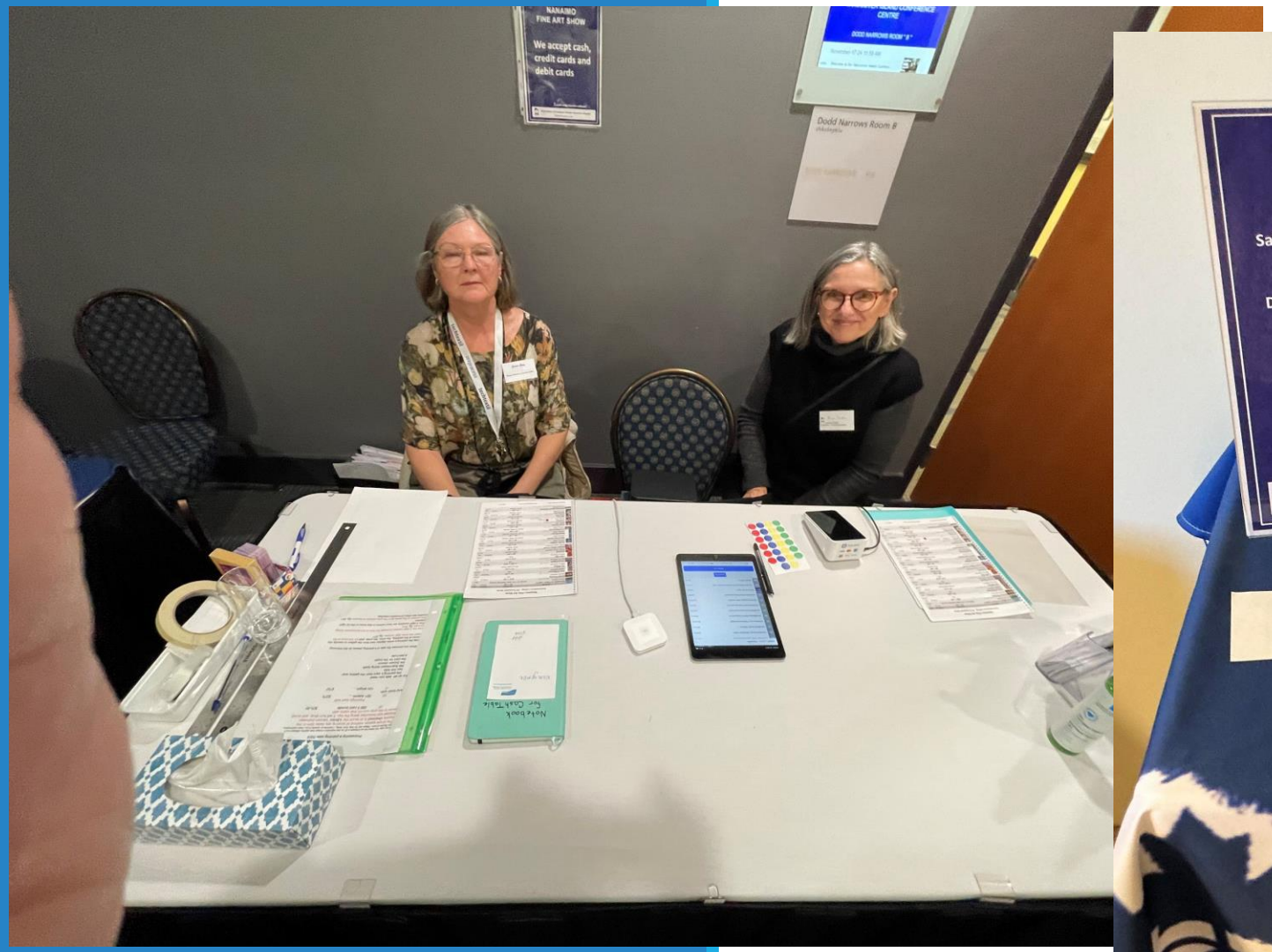


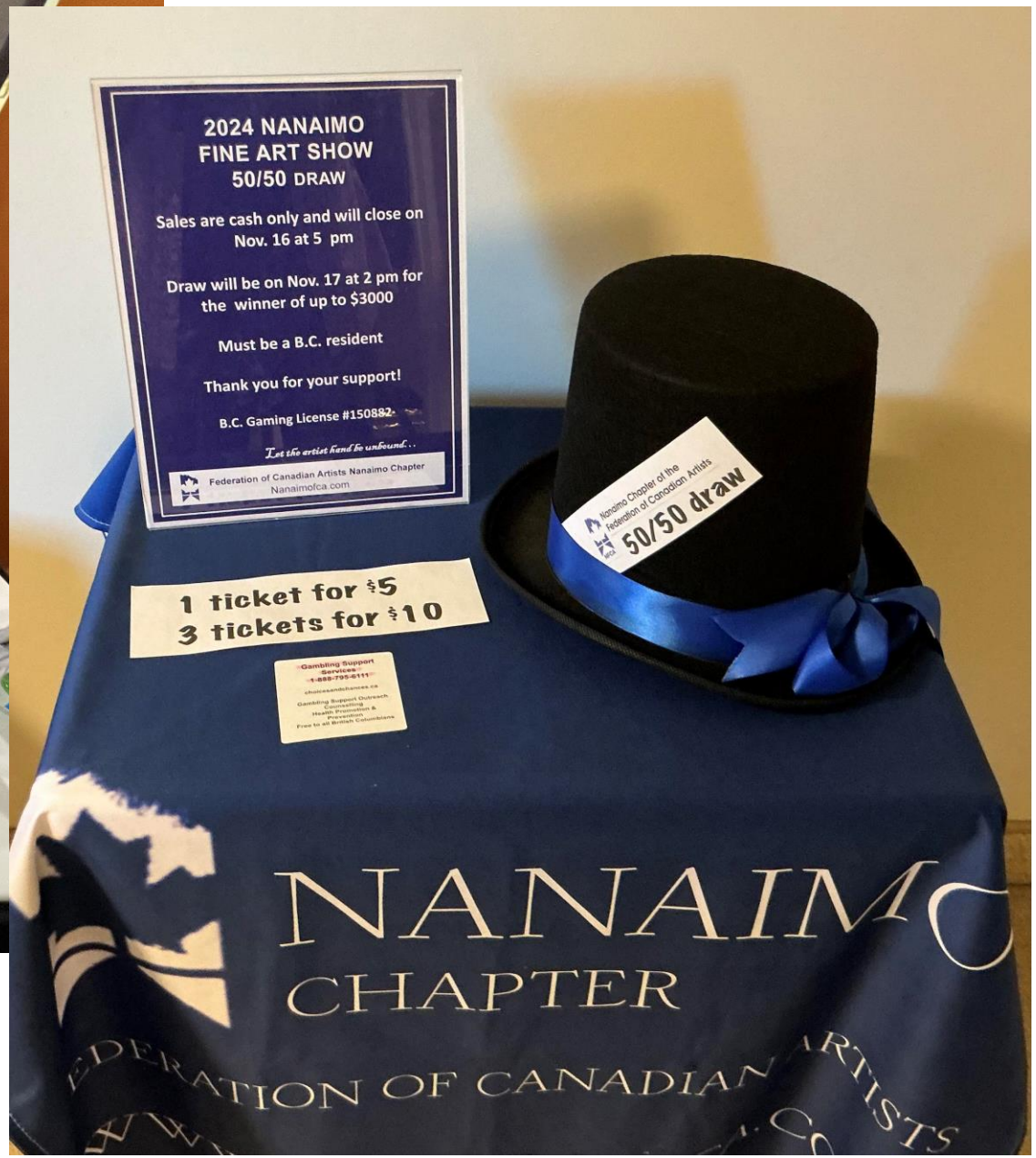


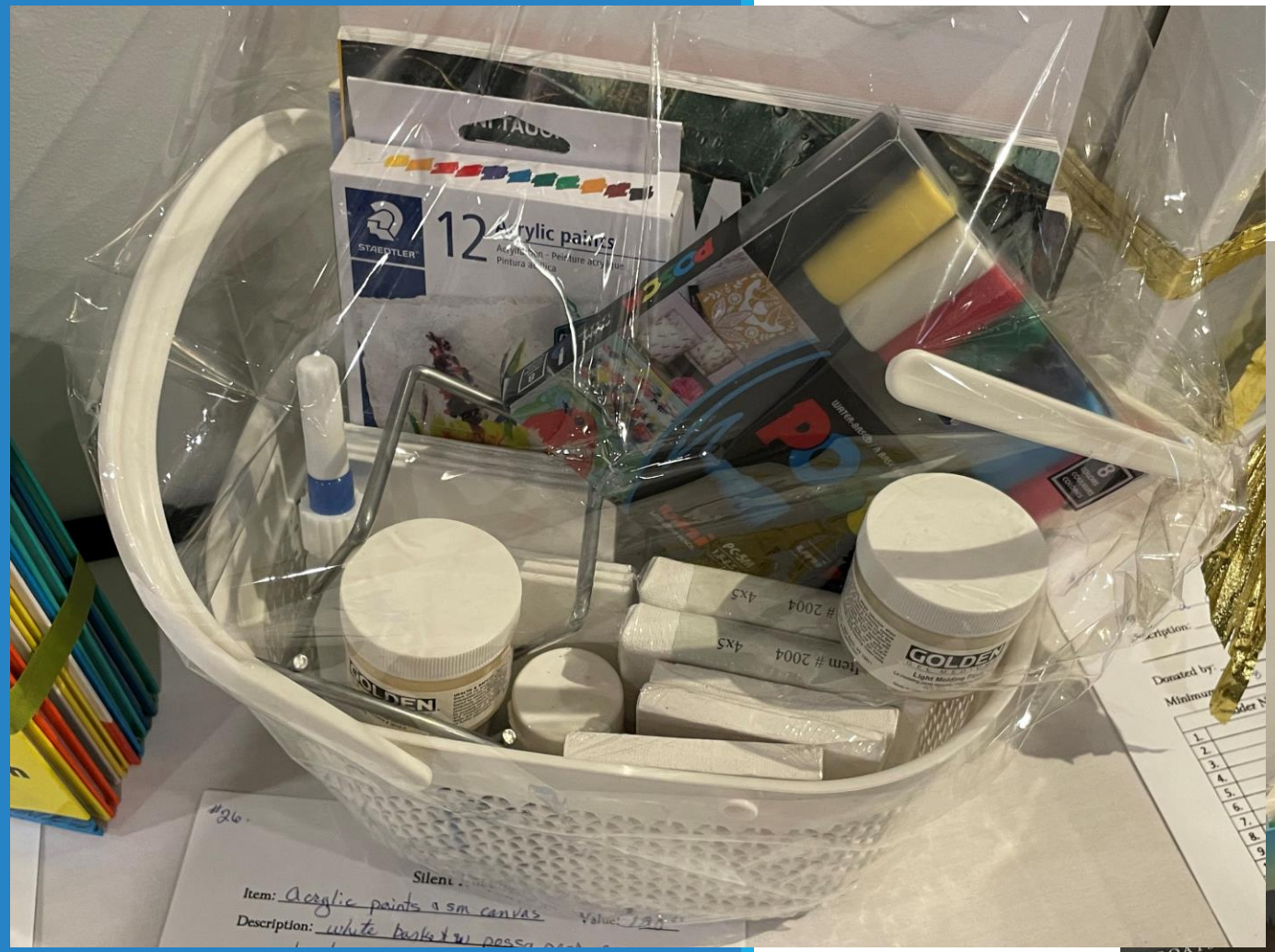
It went really well and we built on the past year experiences. We have documented all the stations for easy planning and set up next year



NANAIMO
FINE ART SHOW
$6 per card or create
your own bundle of
5 cards for $25


NANAIMO
FINE ART SHOW
We accept cash, credit cards and debit cards
Dodd Narrows Room B


2024 NANAIMO
FINE ART SHOW
50/50 DRAW
Sales are cash only and will close on Nov. 16 at 5 pm
Draw will be on Nov. 17 at 2 pm for the winner of up to $3000
Must be a B.C. resident
Thank you for your support!
B.C. Gaming License #150882
Let the artist hand be unbound...
Federation of Canadian Artists Nanaimo Chapter
Nanaimofca.com
Nanaimo Chapter of the Federation of Canadian Artists
50/50 draw
1 ticket for $5
3 tickets for $10
Gambling Support Services
1-888-795-6111
NANAIMO
CHAPTER
FEDERATION OF CANADIAN ARTISTS


STAEDTLER
12 Acrylic paints
GOLDEN
#26.
Silent
Item: Acrylic paints & sm canvas
Description: white basket w/ pens

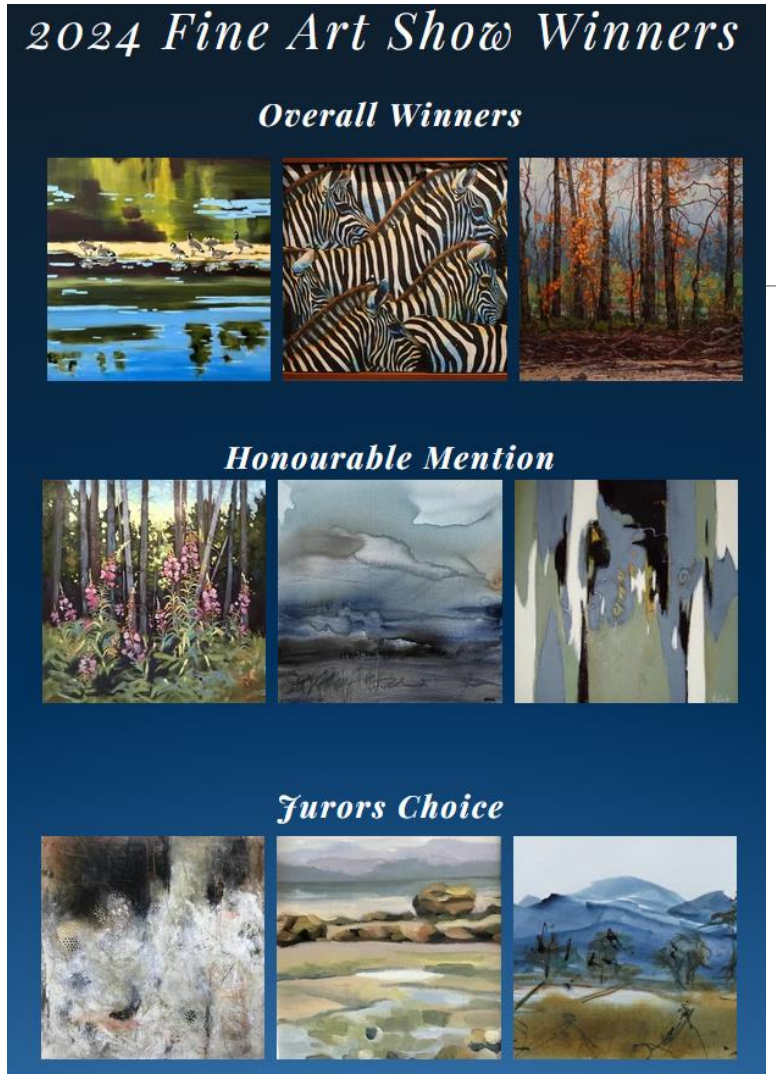
WOODEN HAMMER
MULTI-TOOL

That's the mayor

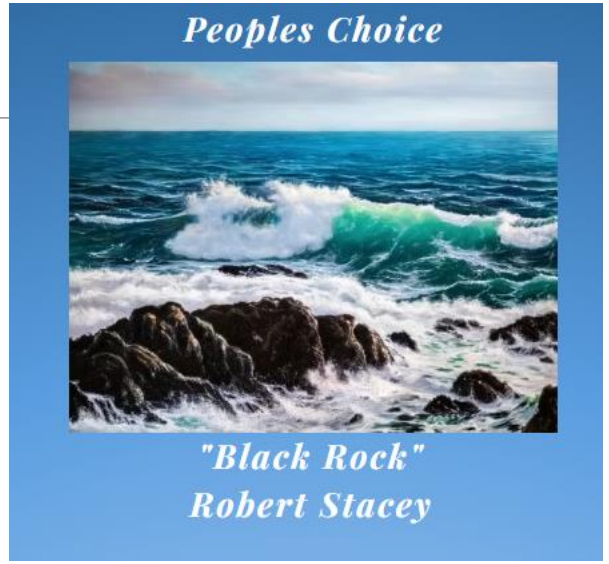
The room looked awesome with fabulous artwork well displayed

That 's my son Alex

That's Robert Stacey, People's Choice Award Winner.



First place : Sharon Stone , Home Base ($200)
Second Place : Dylan Myhr , Shekere ($150)
Third Place: Dominik Modlinski , Farewell to Autumn ($100)

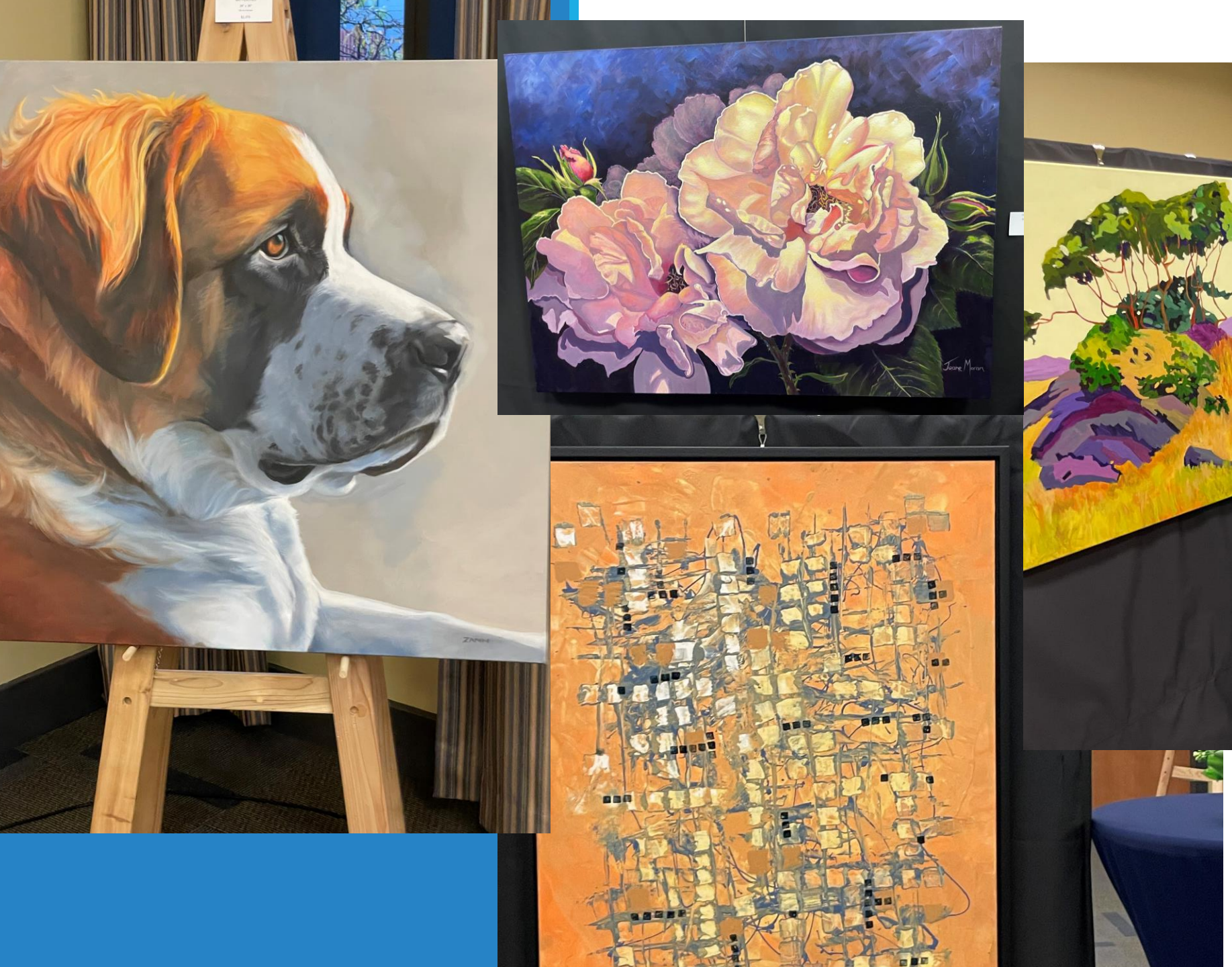


Honorable Mentions:
Barbara Pederson, Nimkish Fireweed ($75)
Zann Hemphill, Barrage at Autumn ($75)
Regina Seib, Hidden Treasure ($75)

Jurors Choice Awards
Bonnie Stebbings, Night Music ($75)
Pat Palmer, Tidal pools ($75)
Janice Evans , Autumn Sculptures ($75)
All the above also got a $35 gift card from Iron Oxi
gift card from Yellow Bird Gallery and Framing

People's Choice Award: $100 plus a $35 Iron Oxid

A total of $1800 in awards.


Joanne Moran

A huge thanks to all the volunteers!

There will be a draw after a short break for the volunteers, make sure your name is in the box! Winners will pick their prizes from the offerings on the floor…

- Ten $15 Iron Oxide Gift Certificates
- One $10 Iron Oxide Gift Certificate
- the carrying cases at the back (gifted by Mary Stewart)
- The few of the plants that you see around the room
- After the draw, we will continue to simply enjoy each other’s company

Nominations : by January 8, 2025
Elections: on February 1, 2025 at the AGM

You will receive an email from Carol Webber, our secretary, requesting your nominations/suggestions.

We need a full executive to keep operating (or we dissolve the Chapter)

Please volunteer with enthusiasm and a sense of pride for your Chapter

We are all new when we start, we all have to start somewhere, and no one is an expert

We will need a new president and vice president next year so this is a good way to test the waters

We thank again those who contributed to our Chapter this past years.

Nomination needed for 2025 Nanaimo Chapter FCA

Why join? Are you new? Do you want to contribute? Are you proud of your Chapter? Do you like to learn? To get things done? to get to know more people in the Chapter?

We are a pretty good group in a solid financial situation, and we are getting more organized every year.

Board Members do not have to live in Nanaimo. We hold one Board of Directors (BOD) meeting per month, usually on the first Tuesday evening of the month from 7 to 8.30 or 9, via Zoom.

No meetings in July and August so no meetings after the first week of June till the first week of September. We get the summer off.

Board members should attend at least 6 BOD zoom meeting per year. New members to the Chapter can bring enthusiasm, energy, good ideas. So far, no drama, just good friendly collaboration and a few laughs. And we get lots done.

You can help with other tasks without joining the board. You would have one board member to help you out and be your contact with the board.

BOARD OF DIRECTORS AND AREAS OF RESPONSIBILITIES AND END OF TERI
2025 Nominating Committee

#1 President	Charlotte Mougeot	2026
#2 Vice-Pres	Kathleen Stuart	2026
#3 Treasurer	Vacant	2027
#4 Secretary	Vacant	2027
#5 Newsletter/AA	Vacant	2027
#6 Workshops	Vacant	2027
#7 FAS Chair	Vacant	2025
#8 Social Media	Brenda Brown	2027
#9 Member at large	Trudy	2026
# 10 Fundraising	Vacant	2027
#11 Member at large	Kathy Galvin	2026
#12 Demo	Eileen Williamson	2026

Tasks that can be handled by non-board members and volunteers will be sought · no nomination needed

Webmaster - New		2027
Membership tracking and welcoming	Carol Webber	2027
Sunshine Cards		2027
Assistant to the treasurer - New		2027
Fine Art Show Co Chair	Brenda Brown	2025
Treat Coordination	Kathy Galvin	2025
Grant Writing	Marina Wright	2026

Secretary- Executive Position: A good role for a newcomer

- **Main duties: responsible for keeping records of meetings (minutes), compiling consent agendas sent by board members before meetings and sending agendas, reminders of meetings.**
- **Skills needed: capable of keeping notes, preparing a word (or other software), organized, good sense of humor helps. No previous experience needed.**
- **Technology needed: a computer works better than a table or phone to prepare meeting minutes. Word or other text software, and pdf (someone can help with this).**
- **Hours per month: 6 to 8 hours**
- **From September to mid June: compile consent agenda and agenda, send to the board members: 1 to 2 hours, attend BOD Zoom meeting (1.5 hours on average), prepare minutes and circulate for corrections (1.5 hours on average). Attend Chapter meeting (2 hours) and prepare short minutes (1 hour).**
- These tasks can be shared if travels/health/personal issues arise.

Treasurer: Executive Position A good job for a newcomer comfortable with basic budget skills

- **Attends Board of Directors meetings once a month via zoom**
- **95% of all transactions are done on line- there is hardly any running around with cheques**
- **Plans, reports and manages costs and revenues of the NFCA, and oversees the bookkeeping of the accounts. Prepares a short update of the financial report for each meeting. Has signing authority on the bank accounts**
- **Provides support to the FAS chair in the financial aspects of the show. This task is more demanding in terms of time- so before, during and after the FAS, there is a greater demand on the treasurer. Past treasurer might be around to help.**
- **Experience with Excel spreadsheet or Quick book is preferable or it is a steeper learning curve. Some understanding of budgeting and online bank transactions. We are hoping to have an assistant treasurer to help.**
- **Technical equipment: a computer is much better than a tablet to deal with various documents.**
- **Average monthly hours: 4 to 6 with a greater demand at the end of the year to complete the annual budget and just before and after the FAS.**

Workshop Coordinator - A good job for a newcomer

- **Please note that two workshops for 2025 are already well planned. Marilyn S. has all the information, location and dates sorted out. A venue has been selected for workshops including 2026 workshops, based on venue availability.**

- **Attends BOD Zoom Meetings, Plans a range of 1 - 2 workshops per year**
- **Refers to the Workshop manual for detailed planning and execution guidelines.**
- **Presents the plan to the Board for approval, including instructor , budget, venue and dates**
- **Ensures that a contract , in the form provided in the Workshop Manual is executed by the guest artist/instructor.**
- **Liaises with the Treasurer and Digital Media Lead as needed for support.**
- **Hours: 1.5 to 2 hours for zoom BOD meetings every month , and in 2025, 3 to 4 hours per workshop, planning for 2026?? Possibly 8 to 9 hours for each of the two workshops. The workshop coordinator does not have to attend workshops or host the guest artist. Other members of the Chapter can step up for this.**

Fine Art Show Chair

- **Without a chair, there will be no show. There is a lot of help available and our documentation of tasks is improving every year. There is no way around, this is a big job, but with lots of helpers. The Past Chair helps things started. However, I can speak from experience, it is highly satisfying and I got so much help! There are a lot of templates now developed to make the work lighter.**
- **Attend BOD meetings and Chapter meetings, update both the BOD and Chapter**
- **Organize FAS planning meetings and coordinate all tasks (delegate as much as possible)**
- **Many who helped in 2024 will likely help in 2025 so that is a very good start.**
- **Hours: depends on the help available. Would start ASAP**
- **Technical equipment; a computer rather than a tablet.**
- **Brenda Brown has already stepped up as Co Chair, Charlotte will help get things started and provide lots of guidance**

Social Media Lead and communication: A good job for a new member comfortable with social media platforms or keen to learn

- **Attend BOD zoom meetings**
- **Post chapter relevant stories and photos on Facebook and Instagram via communication received from members and news from FCA**
- **Monitor the contact email address on our website and direct request to the appropriate board member or Membership person , as required**
- **Skills: familiar with Facebook and Instagram or keen to learn**
- **Hours per month: 1.5 hours for BOD meetings, and on average, 2 to 3 more hours per month.**
- **Technical equipment needed: a tablet is fine but a computer is better**
- **Help available: Susanne (current director in charge) has developed a manual to help and is willing to give a training session**

Fundraiser Coordinator a good job for a newcomer

- **Attends Zoom Board meetings and Chapter meetings**
- **Coordinates the fundraising initiatives that may be lead by other Chapter members (non- board members) and helps out as needed**
- **Probably leads one of the fundraising initiatives but not all**
- **Report to the board and coordinate with the treasurer as needed regarding the financial side of fundraisers.**
- **Hours: 1.5 to 2 hours per month to attend BOD, and more as needed to lead /coordinate fundraising initiatives, probably 5 hours per month. Can vary based on timing and tasks.**
- **No experience needed but strong desire to make things happen helps.**
- **Equipment: a computer would be preferable. A tablet might do. Not sure.**

Newsletter/Art Avenue Key Lead a good job for a new member

- **Attends Board of Directors Zoom meetings.**
- **Prepares Newsletter based on news received from members**
- **Art Avenue is published 6 times a year and the newsletter can be prepared monthly or bi-monthly, as the newsletter lead sees fit.**
- **It is very much up to the newsletter lead to decide how simple the newsletter is.**
- **Skills: enjoys communicating with Chapter members, writing skills, and familiar with word or similar software**
- **A computer would be better than a tablet**
- **Hours per month: 1 .5 to 2 hours per month for Zoom BOD. Every two months: 5 to 7 hours. This may vary depending on how many replies from membership there is.**

Sunshine Card- A good job for a new member

- **Cards and Stamps will be provided, as well as the name and addresses of the members needing to receive a card.**

Website Master- a good job for a new member with interest in digital /website

- **• To help with posting on our website, help with bio posting, workshop posting and other news**
  • Experience with Wix as an asset or being keen to learn Wix (for your own website?)
  • The busier times will be to post for workshops (two to three per year), the Fine Art Show, and general website updates.
  • Susanne Andrey prepared an instruction manual and is willing to do a training session.
  • A computer is needed rather than a tablet and cell phone ~~(I think)~~
  • Depending on the learning curve, 3 to 4 hours per month.

Assistant Treasurer- a good job for a new member comfortable with basic budgeting

- **Basic bookkeeping support and someone familiar with Quick book or willing to learn this basic software would help to help the treasurer. 2 to 3 hours per month, and another 3 hours during the FAS and during year end budget planning.**

Wishing you health and joy,
and a drama free holiday season!

May you get lots of art supplies, and new ideas,

fresh energy and friends to share good stories with.