

## BOARD MEETING

Monday, March 14, 2022 at 7:00 pm  
Meeting held at Hillary House

### MINUTES

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Present:

EXECUTIVE: Patricia Wallace, Geoffrey Dawe

DIRECTORS: Ronen Grunberg, Dan McGeown, Martin Paivio, Sandra Humfries

STAFF: Kathleen Vahey – Curator, Renay Partridge – Recording Secretary

Regrets: Alan Lambert, Michelle Primeau

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**1. CALLED TO ORDER: 7:06 p.m.**

President, Patricia Wallace welcomed everyone to the Board meeting and called it to order.

**2. WELCOME** - New hire, Renay Partridge performing duties of Recording Secretary.

**3. APPROVAL OF AGENDA** - Amendment to Agenda by Patricia Wallace: Presentation of 2021 Annual Report.

**MOTION: 2022-AHS-017**

THAT the Agenda be approved as amended. Moved by: Dan McGeown. Seconded by: Ronen Grunberg.

**CARRIED.**

**4. DECLARATION OF CONFLICT OF INTEREST** - None.

**5. APPROVAL OF MEETING MINUTES OF FEBRUARY 14, 2022**

**MOTION: 2022-AHS-018**

THAT the February 14, 2022 Minutes be approved as circulated. Moved by: Martin Paivio. Seconded by: Dan McGeown.

**CARRIED.**

**6. OLD BUSINESS – FEBRUARY 14, 2022 REPORTS MOTION.**

This motion was missed in error at the time of the meeting.

**MOTION: 2022-AHS-019**

THAT the February 14, 2022 Reports be received as circulated. Moved by Ronen Grunberg. Seconded by Dan McGeown.

**CARRIED.**

**7. PRESENTATION OF THE 2021 ANNUAL REPORT**

**MOTION: 2022-AHS-020**

THAT the 2021 Annual Report be approved as circulated. Moved by Ronen Grunberg. Seconded by Dan McGeown.

**8. PRESIDENT'S REPORT -**

- Annual General Meeting – Currently, the AGM is held in February. This means that the financial statements for the previous year can only be presented as “unaudited”. AHS Bylaws state that it is to be held in February or at a time designated by the Board. Suggestion that the AGM be moved to a date following the completion of the financial audit so that “audited” financial statements can be presented. This was recommended by the bookkeeper and a previous Treasurer. The audit is generally done by May so AGM would most likely be held in June.

**MOTION: 2022-AHS-021**

THAT the AGM be held after the audit is complete and received. Moved by Geoffrey Dawe. Carried by Dan McGeown.

**CARRIED.**

- Kathleen and Patricia met with Robin McDougall, Director of Community Services of the Town of Aurora to confirm deliverables for the funding agreement. Agreement says that it just rolls over each year, pending funding availability. Not a 3-year term as previously thought. Patricia shared Robin's update on Town Square construction and the restructuring of the Cultural Services division. The Town commits to funding the storage of the Godfrey Collection until construction is complete and it is moved to that location.
- Town workshop coming up on Public Art. Patricia suggested to put the word out that we may want to turn the sugar maple tree into a carved art piece.
- Community Recognition Awards: Patricia shared the Town of Aurora Community Recognition Awards call for submissions.

## 9. TREASURER'S REPORT -

- See attached Report

### **MOTION: 2022-AHS-022**

THAT the Treasurer's Report be received as circulated. Moved by: Martin Paivio. Seconded by Dan McGeown.

**CARRIED.**

## 10. CURATOR'S REPORT -

- See attached report
- Memberships and donations are continuing to come in
- Unsure if Energy Rebate grants are continuing for February – will investigate
- Submitted application for Small Business Relief Grant (Hopefully we will know by end of March)
- Have had 3 groups come in to see exhibit
- 2022 Speaker Series going well
- Have meeting with Town of Aurora Camp Co-Ordinator next week to discuss field trips at Hilary House.
- Reccia from the Aurora Public Library reached out to inquire about the Walking Tours. Will continue to partner with them.
- Request for Home Show Volunteers was sent out. Please respond with availability.
- Street festival is happening. First Sunday in June. Will follow-up.
- Covid protocols (masking and vaccination): Asking Board for direction.

Are we going to continue vaccination and masking mandate in the building after March 21 2022?

Floor opened for discussion.

- We need to be mindful of our staff and their safety. We could have another spike of COVID. Suggestion is to continue to wear masks when guests are in the house until April 24, 2022 and see what happens. Will discuss again at the end of April.

### **MOTION: 2022-AHS-023**

THAT proof of vaccination requirement to enter Hillary House be abandoned and that masking remain in place but soften the wording to requested. To be revisited on or about April 24<sup>th</sup> 2022. Moved by Patricia Wallace. Seconded By Ronen Grunberg.

**CARRIED.**

## 11. FUNDING STRATEGIES/CAMPAIGN

- Submitted Launch Pad Grant Application to National Trust for Canada on February 22nd. Haven't heard anything from them. No acknowledgment of them receiving application. Kathleen will follow up.
- Koffler Family Foundation pledged \$25,000 to Restoration Matching Grant Campaign.
- Patricia and Dan will be working on a campaign strategy. Several ideas discussed.

## 12. FUNDRAISING EVENTS

- Golf Tournament Committee and Hillary House Ball (HHB) Committee meetings were held this past week. Both moving along well. Still getting pricing finalized. Kathleen working on sponsorship document for golf and will send to Geoffrey Dawe.

## 13. RESTORATION UPDATE

### Verandah – Patricia

- Met with carpenter recommended by ERA, Nikki Crone to review the scope of work on the verandah. She will be submitting a quote.

### Summer Kitchen – Patricia

- Noah McGillivray and Bronwyn Bell of ERA Architects attended to take measurements and photos of Summer Kitchen to prepare the feasibility study.

## 14. MOTION TO RECEIVE REPORTS

### MOTION: 2022-AHS-024

THAT Reports from items 7, 8, 9, 10, 11 be received. Moved by: Dan McGeown. Seconded by: Martin Paivio. **CARRIED.**

15. **BREAK** - Kathleen and Renay were excused for the purposes of the following closed session.

## 16. CLOSED SESSION

### MOTION: 2022-AHS-025

THAT the staff position of a support role be created and recruited, for a one-year period, with a salary of \$38,000 and a focus on support to programming, member management, volunteer management, and event support. Moved by Al Lambert. Seconded by Ronen Grunberg. **CARRIED.**

### MOTION: 2022-AHS-026

THAT the staff position of Curator be enhanced to include management responsibilities, with a title of Curator/Manager, with a commensurate promotion for incumbent Kathleen Vahey, including an agreed upon increase to base salary and vacation time.

Moved by Al Lambert. Seconded by Dan McGeown.

**CARRIED.**

## 17. ADJOURNMENT – 9:16 p.m.

### MOTION: 2022-AHS-027

THAT the meeting be adjourned at 9:16 p.m. Moved by Dan McGeown. Seconded by Ronen Grunberg **CARRIED.**

Next Meeting: Monday, April 11, 2022 7:00pm at Hillary House.