

BOARD MEETING

Monday, December 13, 2021 at 7:00 pm
Meeting held at Hillary House

MINUTES

Present: EXECUTIVE: Patricia Wallace, Alan Lambert, Geoff Dawe.
DIRECTORS: Michelle Primeau, Dan McGeown, Ronen Grunberg
REGRETS: Martin Paivio
STAFF: Kathleen Vahey, Curator
SPECIAL GUEST: Sandra Humfries

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

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

Welcome and introduction of special guest Sandra Humfries – Sandra explained how important the preservation of Aurora’s history is to her and how excited she is to be involved in our meetings.

Board Members roll call and introductions

2. APPROVAL OF AGENDA

MOTION: 2021-AHS-072

Moved by Alan Lambert. Seconded by Dan McGeown. THAT the agenda be approved. **CARRIED.**

3. DECLARATION OF CONFLICT OF INTEREST: None

4. APPROVAL OF MEETING MINUTES: November 8, 2021

MOTION: 2021-AHS-073

Moved by Geoff Dawe. Seconded by Dan McGeown. THAT the November 8, 2021 Minutes be approved.
CARRIED

5. PRESIDENT’S REPORT- Patricia Wallace:

- Accepted resignation of Jan-Stainer White effective December 2, 2021
- Patricia has had recent conversations with the Mayor regarding collaborative efforts and funding. Planning more regular communication, facilitated through Councillor on the AHS Board.
- Wendy Brown has volunteered to assist in the Gift Shop doing intake, display and sales on Friday afternoons.
- Since HH will be closed for the break, looking to rehome the Christmas trees to a family in need

6. TREASURER’S REPORT- Geoff Dawe

- See written report
- Correction to report should read “the Balance Sheet..., P&L dated October 31st, 2021”
- In good shape- sale of wood to Priestly is a positive
- Importance of fundraising dollars discussed
- Reviewed proposed 2022 budget – discussion on where landscape expenses fall which is under Repairs- would like to make it more clear

MOTION: 2021-AHS-074

Moved by Geoff Dawe that the 2022 Budget be approved as amended. Seconded by Dan McGeown.
CARRIED.

MOTION: 2021-AHS-075

Moved by Geoff Dawe. Seconded by Alan Lambert. THAT the Oct Statements, P&L and Balance Sheet be received for information. **CARRIED.**

7. CURATOR'S REPORT- Kathleen Vahey

- See written Report
- The Canada Helps site crashed recently due to high traffic on Giving Tuesday. Affected our ability to sell tickets for Christmas events. A work-around was put in place.
- 2021 events have been very successful, especially most recent Christmas at the HH which saw 94 tickets sold (double previous years)
- Is there an opportunity for another internship
- Would like to find a sponsor for our Speaker Series
- Presented 2022 events draft calendar of events. Discussions around moving spring clean-up earlier into April. Doors Open, Home Show and Street Festival to possibly be added.

Action Items:

1. Review calendar of events again in January meeting

8. FUNDRAISING

- Dan McGeown researched some options for Corporate Fundraising Strategies
 - Discussion had with Dora Boylen-Pabst who provides services for coaching and planning for Corporate Fundraising
 - Dora would like to meet with Board and Kathleen to see current process and needs
 - Would want to set a 3–4-year plan
 - Kathleen brought up a Launch Pad Grant through the National Trust possibility and will send info to Dan for further research
 - Board discussed whether or not we would want to put the money into hiring someone for Corporate sponsorship training, what its value would be
 - Board does not want asking for money to be our forward face
- Member calls discussed- deciding we would like to do these in January 2022

9. RESTORATION WORKING GROUP- ALAN LAMBERT

- See written Report
- A number of deficiencies in Verandah work have been identified. Dec 13th meeting scheduled and contractors were a no show- rescheduled for Dec14th- completion funds have been held back
- Summer Kitchen feasibility study to be completed – discussions around possibilities of use once renovation completed and looks like most likely best use is multi-purpose, storage and programming space

10. GROUNDS MAINTENANCE- JOHN BARE

- See written report
- John would like to purchase new net for Tennis Courts, prices to be researched
- Tree will be coming down soon, just waiting on date confirmation and will inquire about wood chipping

MOTION: 2021-AHS-076

Moved by Al Lambert. Seconded by Dan McGeown. THAT Curator's Report, Restoration Working Group Report, Grounds Maintenance Report be received for information. **CARRIED**

11. OLD BUSINESS

- Readman Development - Reciprocal Easement Agreement for shared driveway with legal counsel right now and once it is done we will be able to sign
- Most recent driveway plan presented to the board

12. NEW BUSINESS

- Mayor Mrakas has given a Notice of Motion to provide AHS with funding for repairs/restoration as a matching grant of \$150,000. The matching element is meant to provide leverage for additional funding.
- A) Annual General Meeting- planning for in person Feb 9th or Feb 7th- Community Centre auditorium if possible, Sandra Humfys advised will help get Council Chambers if needed
- B) Nomination to the Board- we are currently at 7 members. Bylaws allows for 9 members. Question to ask possible candidates, what do you expect to commit as far as time to the board... Advertisement inviting resumes on website, social media, print media.
- C) Fees- current fees presented by Kathleen with comparison to other museums and her recommendations – board members agreed on fees as follows
 - Admission Fee- \$5 Adults; Children 12 and under Free
 - Membership Fees- no change
 - Rental Fees- as recommended by Kathleen with a 15% discount for members
 - Speaker Series Fees- \$10 or \$8 for members
 - Wedding Packages Fees- tabled to January meeting

MOTION: 2021-AHS-077

Moved by Patricia Wallace. Seconded by Michelle Primeau. THAT the Admission Fee for Adults be set at \$5.00 each and for Children under 12, free of charge. **CARRIED**

MOTION: 2021-AHS-078

Moved by Dan McGeown. Seconded by Michelle Primeau. THAT the Rental Fees be adjusted as per report prepared by Kathleen with the addition of a 15% discount for AHS Members. **CARRIED**

MOTION: 2021-AHS-079

Moved by Patricia Wallace. Seconded by Geoff Dawe. THAT the Speaker Series Fees be adjusted to \$8.00 for Members and \$10.00 for non-members. **CARRIED**

MOTION: 2021-AHS-080

Moved by Geoff Dawe. Seconded by Dan McGeown. THAT the Wedding Packages fees be tabled to January meeting. **CARRIED**

13. ADJOURNMENT – 10:07 p.m.

MOTION: 2021-AHS-081

Moved by Michelle Primeau. Seconded by Patricia Wallace. THAT the meeting be adjourned at 10:07pm. **CARRIED.**

14. NEXT MEETINGS:

Monday, January 10th, 2022 7:00pm (in person)