



AGENDA  
Board of Directors Meeting

July 10, 2013

7:00 PM

Bonnie Kraft, VP

1	Motion to Approve Agenda	
2	Approval of Minutes from Previous Meeting [July 10, 2013]	all
3	Statements of Conflict of Interest	all
4	Business Arising from the Previous Minutes [July 10, 2013]	all
5	Report of the Executive Director	Laura
6	Executive Committee Update	Bonnie
7	Fund Development Update	Bill/Karin
9	Finance Committee Update – Motion to approve April and May financial statements.	Heidi
10	Governance Committee Update	Craig
11	New Business	all
12	Confirmation of Next Regular Board Meeting	all
13	Motion to Adjourn	all



## Minutes of Meeting

July 10, 2013  
Aurora Cultural Centre  
Board of Directors

Present: Shirley Russell Karin Allan  
Janet Thacker Heidi Franken  
Levon Yazejian Laura Schembri  
Bonnie Kraft  
Mayor Geoff Dawe

Absent: Frank Pulumbarit Graham Woodward  
Rob Keen Bill Wood  
Craig Mather

1. Approval of this Agenda – July 10, 2013

Moved: Heidi Franken  
Seconded: Levon Yazejian

**CARRIED**

2. Approval of Previous Board Meeting Minutes– June 12, 2013

Note at June 12 Board Meeting Minutes (No. 9) an e-vote was to be set up for a motion of approval of Q1 financial statements:

Q1 Financial Statement are reflected in these minutes.

Moved: Shirley Russell  
Seconded: Janet Thacker

**CARRIED**

3. Statements of Conflict of Interest

None reported.

4. Business arising from previous minutes -  
Highlights -

- June 12, 2013 Board Meeting Minutes (No. 11) - AGM and Public Meetings dates to be determined.
- AGM is confirmed - Wed. Oct. 9/2013, 7 pm
- Imagine Canada – Governance will oversee Committees to make sure we are in compliance.

5. Report of the Executive Director was received and discussed. – Laura  
A motion to approve the report was received.

Moved: Levon Yazejian

Seconded: Heidi Franken

**CARRIED**

Highlights -

- Summer Launch Party July 13 1-3 pm
- Children Summer Programs well received
- Ring the Bell for a Toonie
- Pop Up Artisan Store will be operational by August 2013
- Board commends Laura Schembri for the Annual 2012 Report.

6.a Executive Committee Update

Highlights -

- Capital Request – in August we will be submitting our capital requests to Town and Al Downey will present those requests to council.
- Performance Appraisal for Executive Director (Laura Schembri) is complete.

Board went In Camera at 8:00 pm

Regular Board Meeting Resumed at 8:10 pm

7. Fund Development Committee Update

Centre of Opportunities Core Business Package is completed and Fund Development Team will be approaching Businesses to partner with the Centre.

Two new committee members have signed on to the FD Team.

Reminder about three Fundraising Events coming up in the Fall:

- Fest in October Dance - Saturday October 19
- Scotia Bank Toronto Waterfront Marathon – Sunday October 20
- Taste of Wine Event – Friday November 22

- 8 Finance Committee Update  
Motion to approve April 2013 and May 2013 Financial Statements  
Moved: Heidi Franken  
Seconded: Karin Allan

**CARRIED**

E-vote Q1 Financial Statement 2013 are reflected in the <sup>approved</sup> minutes.

Moved: Shirley Russell  
Seconded: Janet Thacker

**CARRIED**

9. Governance Committee Update - Janet

Highlights –

- New Ontario Corporations Act should be in place by January 2014
- Board Training – Robert's Rules of Order, New Act Seminar, Institute of Corporate Directors Seminars, Fund Development Training
- Nominating Committee - E-vote - email Board of Directors Terms of Reference with Nominating Committee.

Motion to Strike a Nominating Committee.

Moved: Shirley Russell

Seconded: Janet Thacker

**CARRIED**

10. New Business:

Pan Am Meeting (July 18) for Cultural Events. Aurora Cultural Centre would like to be a participant

11. Confirmation of next Regular Meeting of the Board of Directors

August 14, 2013 7 pm

12. Motion was received to adjourn at 8:45 pm

Moved: Heidi Franken

Seconded: Karin Allan

**CARRIED**

Minutes Prepared by: Karin Allan, Secretary

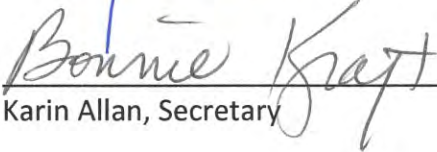
Minutes Approved:

  
\_\_\_\_\_

Frank Pulumbarit, Chair

Aug 14 / 13.  
\_\_\_\_\_

Date

  
\_\_\_\_\_

Karin Allan, Secretary

Aug 14 / 13  
\_\_\_\_\_

Date

## Report of The Executive Director - July 10, 2013

Visitation for June	2281
Visitation for Q2	6696
Visitation for 2013 YTD	12,958

• Centre business hours	Monday to Friday	9:00 AM– 4:00 PM
• Centre “staff base” hours	Monday to Friday	8:30 AM – 4:30 PM
• Centre Gallery [summer] hours	Tuesday to Friday Saturday	10:00 AM – 4:00 PM 12:00 PM – 4:00 PM
• Centre Events	7 days per week	as required
• Centre Classes	Mon, Tues, Thurs, Sat	as required
• Centre Summer Programs	Mon – Friday	July 8 – August 23

### June Events & Programs [R] indicates a rental

Spring instructional programs finished	by Thurs June 13	
Centre booth at Yonge St. Festival	Sun June 2	outreach
Austrian Business Club reception	Wed June 5	Mayor Dawe spoke
D Day Community Sing-along	Thurs June 6	
Aurora High School Recital #1 [R]	Mon June 10	
Board of Directors meeting	Wed June 12	
Centre Public Meeting #1	Wed June 12	Mayor Dawe & Councillors Ballard & Thompson
Aurora High School Recital #2 [R]	Thurs June 13	
Town of Aurora 150 <sup>th</sup> display in A/R	Wed June 19	Display open July 1 to Nov 8
Portraits of Giving Reception [R]	Thurs June 20	
Cultural Centre at Farmers’ Market	Sat June 22	outreach
Aurora Horticultural Society show [R]	Sat June 22	
Aurora Community Band concert [R]	Sun June 23	Mayor Dawe in attendance
Moved to summer gallery hours	Sat June 29	Until Aug 31

### June Facility Rentals

Spotlight Theatre School	June 1, 4, 6	Performances
Windfall Ecology seminar	June 7	electric car seminar
YR District School Board	June 7	Mental Health team
SOYRA	June 4	Executive Meeting
SOYRA	June 11	Membership Meeting
Roger White Academy	June 12	Recital
Aurora Chamber of Commerce	June 8	Workshop
YR Environmental Services	June 19	community seminar
Private rental	June 20	piano class recital
Children's Treatment Network	June 19	AGM
YR District School Board	June 20, 21	Mental Health Team
Kerry's Place Autism Services	June 21	Retirement celebration
Private Rental	June 22	piano class recital
YRAC	June 24	Board Meeting
Private Rental	June 25	piano class recital
Private Rental	June 27	piano class recital

### June Town of Aurora

Aurora Room June 19 to November 8

### June On Display

Blue Gallery	<i>terra incognita</i> : Ernestine Tahedl <i>Playing House; Making Home</i> : D'Andrea Bowie, Lizz Aston, Wing Yee Tong
Red Gallery	<i>terra incognita</i> : Ernestine Tahedl <i>Portraits of Giving</i> : Karen Merk <i>A Child's Self Portrait</i> : Centre Saturday art students
Reception Gallery	<i>terra incognita</i> : Ernestine Tahedl <i>Thailand</i> : Jennifer Boksman
Great Hall Gallery	<i>terra incognita</i> : Ernestine Tahedl <i>My Aurora! 150 Youth – 150 Years</i> : community <i>25 Years of Double Blue</i> : Aurora High School artifacts
Community as Curator	<i>Fleury Family Artifacts</i> display
AHS Display Case	<i>Melinda's Room</i> : Melinda Tomlinson
Aurora Room Gallery	

### Other Highlights

- First Annual Report completed
- Participated in Promenade survey
- Our first arts summer student started work: program development & training began (second student to begin first week of July)

### Upcoming

- Canada Day opening of Town of Aurora's 150<sup>th</sup> display of artifacts in Aurora Room (Karin and Laura attended)
- 6 weeks of creative child summer programming – 125 registrations at time of writing
- Friday weekly rentals to Spotlight Theatre for their end of week camp performances July & August

Laura Schembri  
Executive Director  
July 8, 2013