



aurora
cultural
centre

AGENDA
Board of Directors Meeting

June 12, 2013

6:30 PM

Frank Pulumbarit, Chair

1	Motion to Approve Agenda	all
2	Approval of Minutes from Previous Meeting [May 8, 2013]	all
3	Statements of Conflict of Interest	all
4	Business Arising from the Previous Minutes [May 8, 2013]	all
5	Fundraising Committee - Group Discussion	Bill/Karin
6	First Public Meeting 7-8:30 pm	all
7	Report of the Executive Director	Laura
8	Executive Committee Update	Frank
9	Finance Committee Update	Heidi
10	Governance Committee	Craig
11	Joint Initiative Committee	Bonnie
12	Meeting New Business	all
13	Confirmation of Next Regular Board Meeting	all
14	Motion to Adjourn	



Minutes of Meeting

June 12, 2013

Aurora Cultural Centre
Board of Directors

Present:

Janet Thacker	Rob Keen
Heidi Franken	Karin Allan
Graham Woodward	Bill Jones
Levon Yazejian	Bonnie Kraft
Frank Pulumbarit	Craig Mather
Laura Schembri	Mayor Dawe

Absent: Shirley Russell

1. Approval of this Agenda – June 12, 2013
Moved: Heidi Franken
Seconded: Levon Yazejian
CARRIED
2. Approval of Previous Board Meeting Minutes May 8, 2013

Moved: Craig Mather
Seconded: Levon Yazejian
CARRIED
3. Statements of Conflict of Interest
None reported.
4. Business arising from Previous Minutes May 8, 2013
No new business arising from the Previous Minutes
5. Fundraising Committee – Group Discussion - Karin Allan & Bill Jones

Upcoming Events -

Oktoberfest Oct. 19

Scotia Bank Waterfront Marathon Oct. 20

Taste of Wine Nov. 22

6. First Public Meeting – Red Gallery All Board Members + Staff and ED

7. Report of the Executive Director – Laura Schembri

Highlights - great tour with Georgian Art Centre and Gallery as they are expanding their space and looking for ideas for their new Centre.

Website Documents and Financial Statement are being posted on the Centre's Website

Motion: Approve Q1 commentary, AND that Q1 commentary be sent to Town of Aurora, AND that Q1 commentary be made available for public release.

Moved: Heidi Franken
Seconded: Graham Woodward

CARRIED

Motion to Approve Laura Executive Report

Moved: Heidi Franken
Seconded: Bonnie Kraft

CARRIED

8. Executive Committee Update

Michelle Carter resigned as a Director due to Family Issues. We would like to thank her for her dedication and commitment to date.

Motion to accept the resignation of Michelle Carter from the Board of Directors

Moved: Frank Pulumbarit
Seconded: Bill Jones

CARRIED

9. Finance Committee

Re: approval of Q1 financial statements: an e-vote will be set up.

April's financial statements will be posted on website, to be voted on at next Board meeting

MOTION to approve the Registered Charity Information Return to be filed ²⁰¹² to the CRA: ^{with}

Moved: Heidi
Seconded: Craig

10. Governance Committee Update

Imagine Canada – discussion about which committee will monitor compliance
Chair of Governance Committee, Craig Mather updated the Board about the timing of
the New Act and the Bylaw revision.

11. New Business

AGM Date: October
Public Meeting Dates: to be determined

12. Confirmation of next Regular Meeting of the Board of Directors:

Wednesday, July 10, 2013

13. Motion was received to adjourn at 10:30 pm

Moved: Graham Woodward

Seconded: Levon Yazejian

CARRIED

Minutes Prepared by: Karin Allan, Secretary

Minutes Approved:

 Frank Pulumbarit, Chair	 Karin Allan	 Date July 10 th 2013	 Date July 10/13
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Report of The Executive Director - June 12, 2013

Visitation for April	1905
Visitation for May	2510
Visitation for 2013 YTD	10,677

May Hours of Operation	not yet available
May Hours of Programming	not yet available
May Hours of Operational Volunteers	82 hours YTD 771 hours
Governance Volunteer Hours	calculated quarterly

- 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 hours Tuesday to Saturday 10:00 AM – 4:00 PM
- Centre Events 7 days per week as required
- Centre Classes Mon, Tues, Thurs, Sat as required

May Events & Programs

Spring instructional programs CON'T.	Month of May (Mon, Tues, Thurs & Sat)
<i>Melinda’s Room</i> Opening Reception	Thurs May 2
<i>Art of Tea</i> Fundraiser	Sat May 4
Ernestine Taheld Art Workshop	Wed May 8
Board of Directors meeting	Wed May 8
Theatre Starts Dramatic Readings	Thurs May 8 – Sun May 12
Ernestine Tahedl film screening	Sat May 11
YRAC <i>Culture Days</i> Workshop	Mon May 13
<i>York Reg. Multi Media Film Festival</i>	Thursday May 16
<i>Classical Piano Concert # 4</i>	Fri May 31

May Facility Rentals

Quilters of York Region	Wed May 1
Pine Tree Potters Spring Sale	Thurs May 2 – Sun May 5
MIWELL Construction	Mon May 6
SOYRA Executive Meeting	Tues May 7
York Region Catholic School Board	Wed May 8
SOYRA General Meeting	Tues May 14
Kerry's Place Autism	Wed May 15
Trees Ontario	Wed May 15
York Region Geographic Services	Thurs May 16
Private Piano Recital	Tues May 21
Yellow Brick House	Wed May 22
SOYRA workshop	Wed May 22
York Region Waste Management	Thurs May 23
Sandgate Women's Shelter	Fri May 24
York Reg. Children's Chorus	Sun May 26
York Region Long Term Planning	Tues May 28
Girl Guides	Wed May 29
York Region Quilters' Exec. Meeting	Wed May 29
York Region Waste Management	Wed May 29
(3) Aurora Community Band	Sun May 12,19, 26 (rehearsals)

May Town of Aurora Meetings

IES & Parks Rec	Fri May 3
Exec Leadership Team	Thurs May 9
Mayor's office	Fri May 17

May On Display

Blue Gallery	<i>terra incognita</i> : Ernestine Tahedl
Red Gallery	<i>terra incognita</i> : Ernestine Tahedl
Reception Gallery	<i>terra incognita</i> : Ernestine Tahedl
Great Hall Gallery	<i>terra incognita</i> : Ernestine Tahedl
Community as Curator	<i>Aurora High School</i> artifact display
AHS Display Case	<i>Fleury Family Artifacts</i> display
Aurora Room Gallery	<i>Melinda's Room</i> : Melinda Tomlinson

Other Highlights

Mayor Dawe attended and spoke at opening of *Melinda's Room* exhibition.

Ernestine Taheld's workshop – sold out & artist Ernestine donated her teaching time

Ernestine Taheld's *BRAVO* film screening and walk & talk – large turnout

Mayor Dawe attended Aurora Screenings of *York Region Multi Media Film Festival*.

Laura attended the two day first annual *National Congress of Culture* in Toronto. Congress will move to Winnipeg next year.

We received notice of first successful funding application for *Young Canada Works* federal funding for a summer student. We had applied for 2 positions; senior position granted - junior position on waiting list and therefore not funded at this time. 6 weeks of summer programs are planned for the first time this summer.

The last classical piano concert of the season was a great success with *William Wolfram* playing to a large, appreciative house. Series funded by Bonnie & Norbert Kraft.

Canadian Asset Management (CAM) and Aurora Historical Society (AHS) working throughout building preparing the upcoming Town's 150th display of *The Aurora Collection* for the Aurora Room.

Laura & Heidi are working with the new book keeper (from Young Associates) to orientate and prepare new reporting formats.

Laura gave the entire Board of Directors from the *Georgina Art Centre & Gallery* a tour of facility and offered a Q & A session. GACG will be moving into a larger new facility through the Town of Georgina.

Preparing for and promoting first public meeting of the year to occur June 12.

Creation of the new "Friends of the Aurora Cultural Centre" program.

Laura Schembri
Executive Director
Prepared June 8 for June 12 meeting.



June 12, 2013

Compliance Certificate for Directors

To: The Directors of the Church Street School Cultural Centre

As Executive Director of the Church Street School Cultural Centre, I hereby certify to the members of its Board of Directors that, for the financial quarter ending **March 31, 2012**, payments have been made as they fall due by the Corporation for amounts owed or accrued during the financial quarter related to obligations owed to or for the benefit of employees, the Government of Canada or the Government of Ontario and for which Directors of the Corporation would or could otherwise be liable to make payment.

These amounts include but are not limited to:

1. Employer and employee payments and deductions related to salary, wages and remuneration to employees such as income taxes, EI and CPP payments;
2. wages and other remunerations to employees including vacation pay;
3. HST; and
4. the premiums due on insurances including Directors' and Officers' liability insurance.

Laura Schembri
Executive Director