



**AGENDA**  
Board of Directors Meeting #4-2014

April 9, 2014

7:00 PM

Frank Pulumbarit, Chair

	<b>ACTION</b>	<b>MINUTES</b>	<b>RESPONSIBLE</b>
1	Motion to Approve Agenda		all
2	Approval of Minutes from Previous Meeting [March 19, 2014]		all
3	Statements of Conflict of Interest		all
4	Business Arising from the Previous Minutes [March 19, 2014]	5	all
5	Update from the Executive Director	5	Laura
6	Joint Initiatives Committee Update	10	Bonnie
7	Nominating Committee Update	10	Craig
8	Fund Development Committee Update	15	Rina
9	Update from Executive Committee	10	Frank/Bonnie
10	Update from Finance Committee		Heidi
10.1	Presentation & Discussion 2013 Audited Financial Statements		Ryan Youell, Auditor
10.2	Motion to Approve 2013 Audited Financial Statements		all
10.3	Motion to Move In Camera	30	Directors/Auditor
11	Resume Board Meeting		all
12	New Business	5	all
13	Confirmation of Next Board Meeting <b>May 14, 2014 7:00 pm</b>		all
14	Motion to Adjourn		all



## Minutes of Meeting

April 11, 2014 #4-2014

### Aurora Cultural Centre Board of Directors

Present	John Abel Heidi Franken Mayor Geoff Dawe Carol Mather	Craig Mather Lindsay Ablett Janet Thacker Laura Schembri	Frank Pulumbarit Bonnie Kraft Rina D'Angelo Lindsay Ablett
Absent	Karin Allan	Levon Yazejian	

1. **Motion** to approve Agenda as amended April 11, 2014

Moved: Janet Thacker

Seconded: Carol Mather

**CARRIED**

2. Approval of Previous Minutes of March 19, 2014 as amended.

Amendment: March 19<sup>th</sup>, 2014: Bill Jones was absent. (not present and absent)

Moved: Bonnie Kraft

Seconded: Lindsay Ablett

**CARRIED**

3. Statement of Conflict of Interest

No Conflict of Interest was reported.

4. Business arising from Previous Minutes March 19, 2014

No new business reported.

5. Update from the Executive Director: Laura Schembri

The ED updated the Board of Directors with information for Q1.

Highlights include:

- visitation for Q1: 6,396
- operational hours for Q1: 923.5
- programming hours for Q1: 800.5
- over 86% of the Centre's operational hours were actively programming.
- Q1: 133 registrations (instructional programs) and 5 concerts

- Heritage Event: Family Day Fiesta (PanAm Ignite event; very well attended)
- Heritage Display: Community as Curator (Westview Golf course & garden)
- Free Community Events (4 in Q1)
- Volunteer hours – Q1: (approx. 1500 hrs)
- Partnership established with Town's Heritage Advisory Committee for community youth heritage art show to take place June 7

6. Joint Initiatives Committee Update: Bonnie Kraft

An update was given to the Board about the current status of the Town's RFP for Museum Services.

7. Nominating Committee Update: Craig Mather

The Nominating Committee provided the Board with an update of their monthly activities, including:

- Current Directors' deadline for declaration: April 4<sup>th</sup>.
- Timetable for next steps of the process for recruitment of Directors, including advertising and interviews.

8. Fund Development Committee Update: Rina D'Angelo

- Board was informed about Chamber of Commerce networking events.
- Centre will be participating in Chamber of Commerce June 10<sup>th</sup> business networking event.
- Work is underway to review existing guidelines re: space naming policies
- A need identified to address Directors' attendance and participation in Centre's events

9. Update of Governance Committee: Craig

- Board is actively working on annual Imagine Canada compliance requirements.

10. Executive Committee Update; Frank Pulumbarit / Bonnie Kraft

- confirmed Exec Committee's completion of its portion of the Imagine Canada's compliance items.

11. Finance Committee Update: Heidi Franken

Heidi Franken presented an overview and introduced Ryan Youell of the firm Millard, Foster, Thibeault, Youell (MFTY), Chartered Professional Accountants, to the Board.

11.1 Presentation & Discussion Ryan Youell, Auditor

Ryan Youell presented the 2013 Audited Financial Statements and the Audit Report.

11.2

**Motion** to approve the Aurora Cultural Centre's 2013 audited annual financial statements.

Moved: Heidi Franken

Seconded: Carol Mather

**CARRIED**

**Motion** to approve the release of the 2013 audited annual financial statements to the Town of Aurora by the April 30, 2014 deadline set out in the Provision for Cultural Services agreement AND to approve the public release of the 2013 audited annual financial statements prior to the AGM.

Moved: Heidi Franken

Seconded: Carol Mather

**CARRIED**

11.3 **Motion** to Move In Camera

Moved: Craig Mather

Seconded: Bill Jones

**CARRIED**

12. Resume Board Meeting

13. New Business

No new business

14. Confirmation of Next Board Meeting – May 14, 2014, 7pm.

15. Motion to Adjourn 9:10 pm

Moved: Janet Thacker


Seconded: Rina D'Angelo

**CARRIED**

Minutes recorded by V.P. Bonnie Kraft on behalf of Secretary Karin Allan

  
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Frank Pulumbarit, President

  
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Date

  
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Karin Allan, Secretary

  
\_\_\_\_\_  
Date