



aurora  
cultural  
centre

**AGENDA**  
Board of Directors Meeting #8-2014

August 13, 2014

7:00 PM

Bonnie Kraft, President

1	Motion to Approve Agenda	all	
2	Statements of Conflict of Interest	all	
3	Business Arising from the Previous Minutes (July 9, 2014)	all	
4	Approval of Minutes from Previous Meeting (July 9, 2014)	all	
5	Report of the Executive Director	Laura Schembri	15 min
6	Update from the Executive Committee	Bonnie Kraft	10 min
7	Finance Committee Update	Levon Yazejian	10 min
8	Fund Development Committee Update	Karin Allan	10 min
9	New Business	all	5 min
10	In Camera	Levon Yazejian	20 min
11	Confirmation of Next Regular Board Meeting September 10 <b>6:30PM</b>	all	10 min
12	Confirmation of Public Meeting # 3 September 10 <b>7PM</b>	all	
13	Motion to Adjourn		



## Minutes of Meeting

August 13, 2014 #8-2014  
7 pm

### Aurora Cultural Centre

Board of Directors - Bonnie Kraft, Chair

<b>Present</b>	Lindsay Ablett	
	Eric Acker	Janet Thacker
	Mayor Dawe	Levon Yazejian
	Mukhlis Mutlag	Carol Mather
	Craig Mather	Frank Pulumbarit
	Heidi Franklin	Bonnie Kraft
	Karin Allan	Laura Schembri
<b>Absent</b>	Councillor John Abel	Gabi Dragomir

#### 1. Motion to approve Agenda

Moved: Janet Thacker  
Seconded: Frank Pulumbarit  
**CARRIED**

#### 2. Statement of Conflict of Interest

No Conflict of Interest was reported.

#### 3. Business arising from Previous Minutes July 9, 2014

Janet Thacker asked about the progress of Board members to assist in managing the Board website.

#### 4. Approval Of the Minutes from the Previous Meeting July 9, 2014

Moved: Levon Yazejian  
Seconded: Mukhlis Mutlag  
**CARRIED**

## 5. Executive Director Report - Laura Schembri

### Highlights -

- Year to date the Centre visitations are up 4.8%
- Children Summer Programs were filled to 100% capacity for July
- Summer Programs will continue to August 22 and are almost at capacity
- Meridian and Blue Galleries – Earth to Fire and Shift
- Meridian sponsored “*Love You Forever and More Munsch*” August 13, sold out
- August 16 Doors Open Aurora –Centre will be fully programed -
- Bob McRoberts will be presenting a Heritage Lecture, artists will be in the galleries, and there will be programming throughout the Centre
- Job posting for a Part Time Facilitator Supervisor
- *Aurora Alive* exhibition in The Aurora Room– well attended, please the sign guest book
- Galleries will be open one evening a week beginning September 17.
- Media cover has been exceptional this summer.

### Motion to receive the Executive Director Report

Moved: Karin Allan  
Seconded: Frank Pulumbarit  
**CARRIED**

## 6. Executive Committee Update Bonnie Kraft

Executive Committee will be meeting after this Board Meeting

## 7. Finance Committee Update Heidi Franklin

- Q2 numbers to be posted after the meeting;
- some highlights include -overall 6-month increase in revenue by 8%; currently well above for year to date
- Fundraising, donations and sponsorships up by 28%
- Expenses up 3% in total year to year; programming expenses up
- Professional fees down
- Fundraising expenses down

## 8. Fund Development Committee Update Karin Allan

- Plans for “It’s a Dance!” October 18, 2014, 7 pm is underway
- Silent Auction Items required for this event
- Sponsor for this event is Apple Suites
- *Who’s Art Is It Anyway?* - December 11, 2014 – 100 pieces of art for sale for \$50. Once the artwork is bought the artist will be revealed. Fundraiser will run for two weeks in the Blue and Meridian Galleries

9. New Business

The Centre has received inquiries if vendor stands could be set up outside in the parking lot. Our Insurance Agent was contacted and we are insured for vendors to set up outdoors.

10. In Camera

Motion to Move In Camera to discuss a Personnel Matter

Moved: Erik Acker  
Seconded: Mayor Dawe  
**CARRIED**

11. The regular Board meeting resumed.

12. Confirmation of Next Regular Board Meeting September 10 6:30 pm.

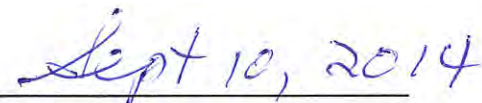
13. Confirmation Public Meeting #3 September 10 7:00 pm.

14. Motion to Adjourn 9:16 pm

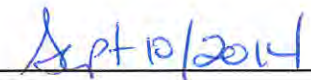
Moved: Heidi Franklin  
Seconded: Levon Yajejian  
**CARRIED**

Minutes recorded by Secretary Karin Allan

  
\_\_\_\_\_  
Bonnie Kraft, President

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Karin Allan, Secretary

  
\_\_\_\_\_  
Date



aurora  
cultural  
centre

**Report of the Executive Director – August 13, 2014**

<b>June/July 2014</b>	
<b>June Visitation</b>	1,762
<b>July Visitation</b>	3,077
<b>YTD</b>	15,860 (+4.8% over 2013)
<b>June Hours of Operation</b>	294
<b>July Hours of Operation*</b>	223
<b>June Program hours</b>	235
<b>July Program hours**</b>	202

\*July Operational hours less than June due to no evening classes and fewer evening rentals/concerts in summer.  
 \*\*July Program hours less than June due to stat holiday and galleries closed one week for installation of 3 exhibitions, evening classes now finished, no evening concerts in summer.

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
	*open on Mondays while summer children’s programs running weekly	
Centre Events	7 days per week	as required
Centre Classes	Mon, Tues, Thurs, Sat	as required
Community Facility Rentals	7 days per week	as required to 11:00PM

**Staff of the Aurora Cultural Centre**

Executive Director	Laura Schembri
Program, Event & Communications Manager	Jane Taylor
Administration & Operational Services Manager	Carol Sharp
Program, Gallery & Volunteer Services Coordinator	Stephanie Nicolo
Gallery Manager	Clare Bolton
Community Investment Manager	Anuja Varghese
Facility Supervisor	Shirly Girot, PT
Facility Supervisor	Carlo Vinco, PT
Facility Supervisor	Laura Beaton, PT

### July Events & Programs

4 weeks of children's half day summer programs 160 children @ capacity
Community IFTAR (Ramadan Fast Breaking) Dinner - partnership
Public Opening Receptions for Pine Tree Potters: "Earth to Fire" and Krista Arnold: "SHIFT" exhibitions
Artist Walk & Talk: Krista Arnold <i>SHIFT</i>
Pine Tree Potters: Docents in the galleries weekly
Krista Arnold: Artist in the gallery

### A Selection of July Community Rental Bookings

4 Friday afternoon recitals from Spotlight Theatre's summer camps
York Region Community Health

### Heritage

The Aurora Collection	<i>Railways of Aurora</i> artifacts display
<b>Community as Curator</b> in The Aurora Room	<i>AUC Alive! Aurora United Church... Continuing on the Journey –</i> Surviving artifacts and photography by Claire D'Aurore - A partnership with Aurora United Church, Claire D'Aurore, Town of Aurora and Aurora Cultural Centre
The Aurora Collection In Library Room cases	<i>Aurora Public School</i> Artifacts

### In the Galleries for Month of July

Meridian & Blue Galleries	<i>Earth to Fire: An Exhibition of fine Works</i> by Members of Pine Tree Potters Guild
Reception & Great Hall Galleries	<i>SHIFT: Large oil canvasses of human figures</i> by Krista Arnold

### July Children's Summer Programs

Funding received by **Young Canada Works in Heritage Organizations** and sponsorship from **Machi Badminton** has allowed the Centre to increase its children's summer programs this year and for us to hire three arts summer students to run the programs.

The four weeks of programs in the month of July were filled to 100% capacity and we have heard from one mother that our programs are "... *the buzz of the town and the student instructors are great!*"

Every Friday afternoon we are also busy with our summer rental of children in the Spotlight Theatre summer camp. While rentals are very soft during the summer, our halls *are* busy with children.

### Upcoming & Ongoing in month of August

Children's Summer Programs continue until August 22 (at 96% capacity at time of writing)

Five Fridays afternoons of Spotlight Theatre summer camp rentals in August

#### **Meridian & Blue Galleries**

"*Earth to Fire*" Pine Tree Potters exhibition & sale of fine creative craft.  
PTP Docents in the galleries weekly.

#### **Reception & Great Hall Galleries**

"*SHIFT*" – Krista Arnold exhibition & sale of large oils.  
Artist in the Gallery August 20<sup>th</sup>.

#### **August 13**

Two shows of "*Love You Forever & More Munsch*" – sponsored by **Meridian** and presented to the community at no charge. No more tickets available for either show.

#### **August 16**

*DOORS OPEN AURORA*  
10 – 4PM Centre will be fully programmed

2013 Annual Report now at designers and preparing for print.

Executive Director's Q2 Managerial Commentary will be available for the September 10 Board meeting for approval in order to be provided to Town of Aurora on September 15<sup>th</sup>.

Laura Schembri  
Executive Director  
August 8, 2014