



## AGENDA

Board of Directors Meeting #10-2014

October 8, 2014

7:00 PM

Bonnie Kraft, Chair

1	Motion to Approve Agenda	all	
2	Statements of Conflict of Interest	all	
3	Business Arising from the Previous Minutes (Sept. 10, 2014)	all	
4	Approval of Minutes from Previous Meeting (Sept. 10, 2014)	all	
5	Correspondence	Laura Schembri	10 min
6	Report of the Executive Director	Laura Schembri	15 min
7	Executive Committee Update	Bonnie Kraft	10 min
8	Joint Initiatives Committee Update	Bonnie Kraft	10 min
9	Governance Committee Update	Eric Acker	10 min
10	Finance Committee Update	Heidi Franken	10 min
11	Fund Development Update	Karin Allan	5 min
12	New Business	all	
13	Confirmation of Next Board Meeting - Nov. 12, 2014	all	
14	Motion to Adjourn	all	



## Minutes of Meeting

October 10, 2014 #10-2014

### Aurora Cultural Centre

Board of Directors

In Attendance: Bonnie Kraft Eric Acker  
Heidi Franken Mukhlis Mutlag  
Gabi Dragomir Carol Mather  
Karin Allan Laura Schembri  
Frank Pulumbarit

Regrets: Lindsay Ablett  
Craig Mather  
Levon Yazejian

Absent: Councillor Abel, Mayor Dawe

1. Motion to approve Agenda  
Motion to amend the Agenda to move Finance Update (#5) after Fund Development Update (#11)

Moved: Eric Acker  
Seconded: Gabi Dragomir  
**CARRIED**

2. Statement of Conflict of Interest  
No Conflict of Interest was reported

3. Business arising from Previous Minutes August 13, 2014  
No business arising from Previous Minutes

4. Approval of the Minutes from the Previous Meeting (August 13, 2014)

Moved: Frank Pulumbarit  
Seconded: Mukhlis Mutlag  
**CARRIED**

5. Correspondence

We received a follow up letter from our Insurance Broker, Mike King stating that the Cultural Centre and the Board of Directors are adequately covered.

## 6. Report of the Executive Director Laura Schembri

### Highlights:

- \*Year to date, over 2013 period we are exceeding in every category
- \*Facility supervisors – position has been filled and we welcome Joey Ferguson to the team
- \*Fall programming classes are under way and well attended
- \*Culture Days – celebration of Persian Culture. We had a large group in attendance at the Centre, and we successfully partnered once again with the Round Table.
- \*September Rentals -  
The Centre has become the home of Third Age Learning Lecture Series – every Monday night in September and October the hold lecture series for seniors and it is so popular that it is sold out.
- Home of SOYRA – they hold all their meeting and classes at the Centre
- \*Friends of the Centre – brochure is being circulated in the community and we be mailing it out shortly for our Direct Mail Campaign
- \*Wednesday evening gallery hours have been well received and attended

### Motion to receive the Executive Director Report

Moved: Karin Allan  
Seconded: Gabi Dragomir

**CARRIED**

## 7. Executive Update Bonnie Kraft

- \*Executive will be having their meeting after tonight's Board Meeting
- \*Janet Thacker has resigned from the Board and we thank her for her time and commitment to the Centre over the past few years.
- \*Sealed copies of last In Camera Minutes are in the Boards Folder for pick up

## 8. Joint Initiative Update Bonnie Kraft

- \*No meeting this month with Town Staff, Al Downey, Bonnie Kraft and Laura Schembri
- \*Update on our Sign for the building -  
Committee had its preliminary discussion with architect and the architectural firm will produce the working drawings for the sign. Once we have drawings we will need to seek approval from the Board of Directors, Town and Heritage Council
- \*Parking Issue – our lawyer has confirmed that we are leasing the parking spot and grounds so we do not need special permission to use the space

## 9. Governance Update Eric Acker

### Key Issue

The committee reviewed its Terms of Reference and has suggested some minor revisions. The revised Terms of Reference are attached for Board approval.

Motion that the revise the Terms of Reference for the Governance Committee be approved and that the revised Terms of Reference replace the current version in the Board of Directors Policy Manual

And;

That the other Board Committees be instructed to do a similar review of their Terms of Reference and to report back to the Board of Directors by the December 10, 2014 meeting.

Moved: Eric Acker  
Seconded: Gabi Dragomir

**CARRIED**

10. Fund Development Committee Update Karin Allan  
Tickets on sale "It's a Dance" October 18, 2014  
Friends of the Centre Brochures are ready for distribution

11. Finance Committee Update Heidi Franken  
No update

12. New Business  
Upcoming Concert November 13 - Angela Hewitt is a world renowned and respected classical pianist and will be performing at the Centre. Tickets are on sale now.  
All piano keys have been sold for the Piano Key Fundraiser and the plaque will be unveiled at Angela Hewitt's concert.

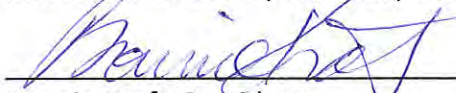
13. Confirmation of Next Regular Board Meeting  
November 12, 2014, 7 pm

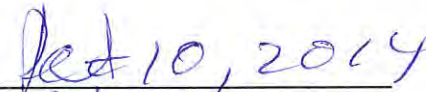
14. Motion to Adjourn 8:33 pm


Moved: Karin Allan  
Seconded: Carol Mather

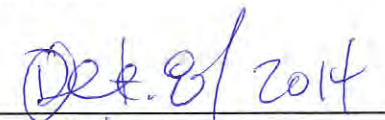
**CARRIED**

Minutes recorded by Secretary Karin Allan

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

  
\_\_\_\_\_  
Date Oct.

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

  
\_\_\_\_\_  
Date Oct.

## Report of the Executive Director – October 8, 2014

KPI	Sept 2013	2013 YTD	Sept 2014	2014 YTD	2014 -/+
<b>Visitation</b>	1111	18,374	1758	20,023	9%
<b>Operational Hours</b>	247.75	2506	265	2572.5	2.7%
<b>Program Hours</b>	190.25	2140	232	2218.5	3.7%
	<b>Q2 2013</b>	<b>Q1 + Q2 2013</b>	<b>Q2 2014</b>	<b>Q1 + Q2 2014</b>	<b>2014 -/+</b>
(recorded <u>quarterly</u> only) <b>Volunteer Hours</b>	1057	2761	1379	2866	3.80

### CENTRE HOURS

Business Hours	Monday to Friday	9:00 AM – 4:00 PM
Staff Base Hours	Monday to Friday	8:30 AM – 4:30 PM
Gallery Hours	Tues, Thurs, Fri & Sat	10:00 AM – 4:00 PM
	Wednesday	10:00 AM – <u>8:00 PM</u> <b>NEW hours!</b>
	<i>- and during special events</i>	
Events	7 days per week	as required
Classes	Mon, Tues, Thurs, Sat	and 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, Contract
Facility Supervisor	Carlo Vinco, Part Time
Facility Supervisor	Laura Beaton, Part Time
Facility Supervisor	Joey Ferguson, Part Time

## SEPTEMBER INSTRUCTIONAL CLASSES RUNNING

Classes begin throughout September and October and run Monday, Tuesday & Thursday in the evening, as well as in the afternoon on Thursday and in the morning on Saturday. Classes may be a 1 day workshop or may run 4 to 8 weeks in length.

(Registration still open for some classes at the time of writing.)

Mixed Media	Child
Cartooning & Anime	Child
Beginning Group Guitar	Adult
Beyond Beginning Group Guitar	Adult
Drawing, Sketching & More	Adult
Start Writing Now	Adult
Creating Impact with Photography	Adult
Acrylics Level 1	Adult
Sterling Silver Wire Jewellery	Adult
Fall Watercolours – afternoon class	Adult
Fall Watercolours – evening class	Adult
Wood Carving	Adult

## SEPTEMBER EVENTS & ACTIVITIES

- Will Lottering Art Lecture # 1 *What is Art?* – 30 visitors in attendance
- Culture Days – celebration of Persian Culture – large group in attendance
- Opening Reception of Parchment Pieces by Will Lottering, drew a large number of people from throughout the community
- Opening Reception of Cutting Edge by Jane Geard & Christine Kim, also well attended.
- Aurora United Church Community Consultation breakfast roundtable

## SEPTEMBER - SELECTION OF COMMUNITY RENTALS

- Third Age Learning lecture Series – Mondays in September & October
- Kerry's Place Autism – AGM
- Aid's Committee of York Region – AGM
- York Region Transit & VIVA – Stakeholder meeting
- Society of York Region Artists – general meeting
- Society of York Region Artists – artist workshop
- 2 York Region departmental staff meetings
- Town of Aurora Job Fair

## SEPTEMBER HERITAGE

Culture Days	<i>Music, dance &amp; sweets celebrating Persian Culture</i>  In partnership with the Aurora Cultural Roundtable and our Persian community.
Community as Curator in The Aurora Room	<i>AUC Alive! Aurora United Church... Continuing on the Journey – Surviving artifacts and photography by Claire D’Aurore</i>  A partnership with Aurora United Church, Claire D’Aurore, Town of Aurora and Aurora Cultural Centre.
The Aurora Collection in the front reception cases	<i>Railways of Aurora</i> artifacts display
The Aurora Collection In the Library Room cases	<i>Aurora Public School Artifacts</i>

## SEPTEMBER IN THE GALLERIES

Meridian, Blue & Reception Galleries	<i>Cutting Edge</i> Jane Geard, OSA, SCA and Christine Kim - printmaking, calligraphs, paper cutting & installations (exhibition & sale)
Great Hall Gallery	<i>Parchment Pieces</i> William Lottering – large mixed media works (exhibition & sale)

## UPCOMING

Oct 1	Aurora’s Wildlife Park with David Tomlinson	7 – 9PM	Brevik Hall
Oct 4	Paskke String Quartet concert	2- 3:30PM	Brevik Hall
Oct 8	Printmaking demo with Jane Geard	1 – 3PM	Meridian Gallery
Oct 15	Art Lecture: Postmodernism: The Impact of Society of Contemporary Art	7 – 9PM	Brevik Hall
Oct 15	MP Lois Brown, Community Consultation	7 – 9PM	Meridian Gallery
Oct 18	It’s a Dance! Fundraiser	8PM	Brevik Hall
Nov 7	Rhinestone Cowgirl concert	8PM	Brevik Hall
Nov 13	Angela Hewitt concert	8PM	Brevik Hall

## OF INTEREST

The new **Fall 2014 brochure** was tipped into *The Aurora* on Sept 4, as well as in various deliveries in the *Newmarket Era*, and the *Richmond Hill Liberal*. Brochures also available in-house - and of course, all information also available at [www.auroraculturalcentre.ca](http://www.auroraculturalcentre.ca).

The recruitment of the **Facility Supervisor position** went well and we have hired Joey Ferguson who comes to us with lots of similar experience through Theatre Aurora, summer camps and his education at Ryerson University.

Wednesday **evening gallery hours** have been well received. Our first evening we had 8 visitors in to view the galleries during what would have been in the past – only a rental night. Now we can do both at the same time.

Q3 concerts & events are lined up. You can order tickets now by phone and credit card. **Apple Suites** is again generously sponsoring our October Dance fundraiser, and **the Thursday Night Jam Band** is performing at no charge. Thank you for this great community support!

Our new **Friends of the Centre brochure** was available for Culture Days and will be mailed to a targeted audience.

**Over 350** visitors participated in the Centre's FREE Culture Days activities of celebrating Persian culture and the opening of 2 amazing exhibitions of art. The Persian community came to the Centre in large numbers – for the first time, and we were thrilled with the entire afternoon.

I have been asked to participate in a **York Scene tourism video**: the Centre being one of four Aurora sites being showcased.

Stephanie & Anuja will be attending the annual *Arts Exposed* conference in October.

*Laura Schembri, Executive Director, October 8, 2014*

### Thank you to our Major Sponsors:



Bonnie & Norbert Kraft



THE AURORAN

