



AGENDA

Board of Directors Meeting #1- 2015

January 14, 2015 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 (Dec 10, 2014)	all	
4	Approval of Minutes from Previous Meeting (Dec 10, 2014)	all	
5	Report of the Executive Director	Laura Schembri	15 min
6	Finance Committee Update	Levon Yazejian	
7	Executive Committee Update	Bonnie Kraft	5 min
8	Joint Initiatives Committee Update	Bonnie Kraft	5 min
9	Governance Committee Update	Eric Acker	15 min
10	Fund Development Update	Karin Allan	10 min
11	New Business	all	
12	Confirmation of Next Board Meeting - Feb 11, 2015	all	
13	Motion to Adjourn	all	



Minutes of Meeting

January 14, 2015 #1-2015

Aurora Cultural Centre

Board of Directors

Present	Bonnie Kraft Levon Yazejian Heidi Franklin Karin Allan Lindsay Ablett	Eric Acker Mayor Dawe Gabi Dragomir Mukhlis Mutlag Frank Pulumbarit	Craig Mather John Abel Laura Schembri
Regrets	Carol Mather		

1. Motion to approve Agenda

Moved: Mukhlis Mutlag
Seconded: Frank Pulumbarit
CARRIED

2. Statement of Conflict of Interest

No Conflict of Interest was reported.

3. Business arising from Previous Minutes (December 10, 2014)

No new business arising from Previous Minutes.

4. Approval of the Minutes from the Previous Meeting (December 10, 2014)

Moved: Karin Allan
Seconded: Gabi Dragomir

CARRIED

5. Report of the Executive Director Laura Schembri

Highlights

Operational and Programming hours, as well as the number of visits to the Centre have increased.

Major Events in December

“Who’s Art Is It Anyway” – very well received and most pieces were sold
“Victorian Christmas” was a sold out event and MP Lois Brown sponsored the tea and refreshments.

Rentals in December included - Town of Aurora IES Holiday Party, Canadian Mental Health Association Annual Holiday Party, Roger White Academy Annual Holiday Party, Pine Tree Potters Holiday Party and Pine Tree Potters’ Empty Bowls Community Fundraiser, Meridian Retirement Party

December Heritage -

Community as Curator in the Aurora Room – “AUC Live!” was dismantled and now the Aurora Room is set to become the Town of Aurora’s Museum display going forward.

In the Galleries in December

Meridian and Blue Galleries – “Who’s Art Is It Anyway?” Fundraiser
Great Hall Gallery – “Art of Karuna” - felting and textiles

Upcoming January 2015

In the Galleries - four local high schools in Aurora will display and help curate their art.

Community as Curator – “Rooted in the Blues” display – partnership with the Winter Blues Fest

Farmers Market: February 17, 10am – 2 pm

John Sheard with Sylvia Tyson Concert: January 30, 8 pm

Upcoming Concerts –

Great Artist Music Series - Henderson-Kolk Friday January 23, Moshe Hammer March 6, Jue Wang May 1, 2015, 8 pm

John Sheard Presents The Great Reunion Series -Silvia Tyson January 30, Chris Whiteley May 2, Dan Hill June 12, 2015, 8 pm

Judy Marshak Quartet – February 14, 2015, 8 pm

Motion to receive the Executive Director Report

Moved: Levon Yazejian

Seconded: Frank Pulumbarit

CARRIED

6. Finance Committee Update Levon Yazejian

Key Issue -

Since the inception of the Classical Music Series, the Board has added annually to the internally restricted Classical Music Series fund from the ticket sales of the series, with the approval of the Finance Committee and the Board of Directors. The purpose of the fund is to support future classical music programming at the Centre, as specified by the major donor of the series. It is understood that disbursements from the fund are to be used for the purposes as specified by the donor, unless otherwise approved by the Board of Directors.

Committee Recommendation -

Motion to approve to increase the Centre's internally restricted Classical Music Series fund as at December 31, 2014 by \$13,855 from the unrestricted net assets of the Centre. Disbursements made out of this fund are to be used for the purposes as specified by the donor, unless otherwise approved by the Board of Directors.

Moved: Levon Yazejian

Seconded: Craig Mather

CARRIED

7. Executive Committee Update Bonnie Kraft

- Executive Committee will meet after tonight's Board meeting to review 2014 Budget and Projections, 2015 Budget Presentation to Town of Aurora and Board Self Evaluations

- Presentation date to present our 2015 Budget the Town of Aurora is scheduled for March 2

- Executive Committee requested that March 11, 2015 Board Meeting and Public Meeting be moved to March 4, 2015, starting at 6:30 pm. Board of Directors agreed to the change in date.

8. Joint Initiatives Committee Update Bonnie Kraft

As a result of our last meeting with Al Downey, Al Downey facilitated a meeting between Town Staff and Laura Schembri to discuss our parking issues.

9. Governance Committee Update Eric Acker

There will be a three hour training session scheduled at the Centre, February 7th 9 am

Policy Manuals - the Governance Committee looked at all the policies relevant to Governance and have revised five policies. The committee will post the revision to Board website and will seek approval at next month Board Meeting.

Governance Committee has also looked at Policies from other Committees and suggests that committee's consult with Craig Mather re revisions.

10. Fund Development Update Karin Allan
Key Issue - Update Terms of Reference for Fund Development

Committee Recommendation -
Motion that the revised updated Terms of Reference replace the existing document in place now.

Moved: Karin Allan
Seconded: Heidi Franklin
CARRIED


11. New Business
No new business to report

12. Confirmation of Next Regular Board Meeting
February 11, 2014 7 pm

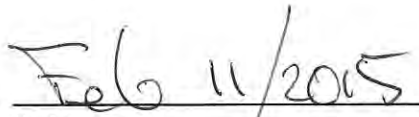
13. Motion to Adjourn 8:55 pm

Moved: Lindsay Ablett
Seconded: Craig Mather
CARRIED

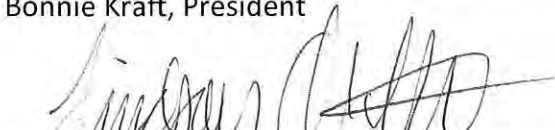
Minutes recorded by Secretary Karin Allan



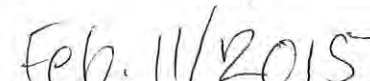
Bonnie Kraft, President



Date



Karin Allan, Secretary



Date

Report of the Executive Director – January 14, 2015

KPI	Dec 2013	2013	Dec 2014	2014	2014 -/+
Visitation	2677	25,324	2529	27,247	7.6%
Operational Hours	219.75	3394	228.50	3446.75	1.6%
Program Hours	151.25	2854	183.50	2982.25	4.5%
	Q4 2013	2013	Q4 2014	2014	2014 -/+
(recorded <u>quarterly</u> only) Volunteer Hours	1275	4893.5	1067	4750.5 *	-2.9%

**Directors' hours decreasing to more appropriate level, while operational volunteer hours have increased.*

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</u> PM
	<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

DECEMBER INSTRUCTIONAL CLASSES

Fall classes run Monday, Tuesday & Thursday evenings, as well as afternoons on Thursday and in the mornings on Saturday from September to end November. Classes may be a one day workshop or may run four to eight weeks in length. We are now offering four-season instructional sessions.

Registration for **2015** Winter classes (beginning end of January 2015) began at end of November 2014. Therefore Fall 2014 instructional classes were completed by December and the Centre's operations focussed on events and concerts.

My *2014 Year in Review* Report will provide a summary of annual programming numbers.

DECEMBER EVENTS & ACTIVITIES

- *Pine Tree Potters' Annual Holiday Sale* (4 days)
- *Pine Tree Potters' Annual Empty Bowls* community fundraiser
- *2014 Public Meeting #4*
- *Whose Art is it Anyway?* Centre fundraiser
- *Ensemble Polaris: Definitely Not the Nutcracker* holiday concert
- *A Victorian Afternoon* with Humber River Shakespeare Co and Carrying Place
- *2014 – 2018 new Town of Aurora Council meet & greets* welcome at Centre

DECEMBER – A SELECTION OF COMMUNITY RENTALS

Paskke Trio	Concert
Society of York Region Artists	General Meeting
Society of York Region Artists	Executive Meeting
York Region Environmental Services	Regional Seminar
Roger White Academy	Annual Holiday Concert
Meridian	Retirement Party
Private Rental	Piano recital
Private Rental	Holiday Party
York Region Transportation & Community Planning	Staff training & holiday celebration
Town of Aurora	IES Departmental Holiday Party
York Region Long Term Planning	CAO's office - staff training & holiday celebration
Pine Tree Potters	Holiday Sale
Pine Tree Potters' Empty Bowls	Community Fundraiser
Canadian Mental Health Assoc.	Annual Holiday Party

DECEMBER HERITAGE

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, was dismantled December 1 and The Aurora Room is now set to become the Town of Aurora’s Museum display going forward.</i>
The Aurora Collection in the front reception cases	<i>Railways of Aurora</i> artifacts display by Aurora Historical Society
The Aurora Collection In the Library Room cases	<i>Aurora Public School</i> Artifacts display by Aurora Historical Society

DECEMBER IN THE GALLERIES

Meridian & Blue Galleries	<i>Whose Art is it Anyway?</i> Small Works Fundraiser
Great Hall Gallery	<i>Art of Karuna</i> Kalyna Pidwerbesky – felting and textile exhibition

JANUARY 2015

Jan 7 – 17	St. Maximilian Kolbe CHS Grade 12 Art exhibition	Daily
Jan 7 – 17	Cardinal Carter CHS Grade 12 Art exhibition	Daily
Jan 8 – Feb 26	Community As Curator: <i>Rooted in the Blues</i> display - Partnership with Aurora Winter Blues Fest	Daily
Jan 8	Opening Reception of High School Student Art Shows	7:00 PM
Jan 14	Board of Directors’ Meeting	7:00 PM
Jan 17	Aurora Farmers’ Market – Centre providing musical entertainment re: upcoming Blues Festival	10AM – 2PM
Jan 21 – 31	Aurora High School Grade 12 Art exhibition	Daily
Jan 21 – 31	Dr. G. W. Williams HS Grade 12 Art exhibition	Daily
Jan 21	Opening Reception of High School Student Art Shows	7:00 PM
Jan 24	Winter Instructional Classes begin	January - March
Jan 23	<i>Great Artist Music: Henderson-Kolk, Classical Guitar</i>	8:00 PM
Jan 30	John Sheard with Sylvia Tyson concert	8:00 PM

OF INTEREST

Laura, Bonnie & Craig attended the Inaugural meeting of the new council on December 2 at Town Hall. We had the opportunity to speak with every councillor and either congratulate them on their re-election, or welcome them to their new role.

The Centre has once again been named a Finalist in the *Voluntary Sector Reporting Awards*. We are one of only 15 finalists chosen from a field of "over 140 nominations". We have been provided with 4 tickets to the awards luncheon in Toronto on Feb 6. This year Craig, Heidi, Laura and Mayor Dawe will be attending.

I have been asked by *Imagine Canada* to be a speaker at the March 2015 CPA [Chartered Professional Accountants] "*Canada's Not-for-Profit Financial Executive Forum*" at the Radisson Hotel downtown. I will be on a panel with Imagine Canada's Senior VP speaking to financial executives and board members from the charitable and non-profit sector. This is an honour for the Centre and will provide us with excellent exposure.

The Town of Aurora's Curator Shawna White, started work on December 1. She has a permanent office on the second floor of the Centre in the north east corner; behind Anuja. Beginning January 12 and going forward, every Monday the Library Room is reserved for the Curator's use from 8:30 – 4PM, as per our Agreement with the Town. Beginning January and going forward, the Aurora Room is exclusively reserved for the Town's display of The Aurora Collection.

We have secured a long term regular rental in the Library Room. Throughout 2015 the Canadian Mental Health Association has booked the Library Room every second Wednesday during business hours, for small meetings and Brevik Hall 1 Thursday per month for wellness workshops. This is a result of relationship building with them over the years. Weekday, daytime bookings are the most cost effective and human resource efficient rentals for the Centre and there is still room for growth.

Laura Schembri,
Executive Director, January 9, 2015

Thank you to our 2014 Major Sponsors:

