



AGENDA

Board of Directors Meeting #2 2018

7:00pm

Wednesday February 21st, 2018

Craig Mather, Chair

1	MOTION to Approve Agenda	All	
2	MOTION to approve Minutes of previous meeting (December 13 th , 2017)	All	
3	Statements of Conflict of Interest	All	
4	Board Meeting Dates	All	
5	Executive Director Report Presentation of Executive Director's Monthly Managerial Report MOTION To Receive the Executive Director's Report	Suzanne Haines	
6	Finance Committee December 2017 YE Management Statement MOTION To Receive the Finance Committee Update	John Gallo	
7	Fund Development Committee Fund Development report and strategy Update MOTION To Receive the Fund Development Committee Update	Karen Johnston	
8	Governance and Nominating Committee	No report	
9	Executive Committee Update from Committee Chair MOTION To receive the Executive Committee Update	Craig Mather	

10	Confirmation of next Meeting – March 10 th 2018	All	
11	Motion to Adjourn Meeting	All	



MINUTES

Board of Directors Meeting #2 2018

7:00pm

Present: Craig Mather (Chair), John Gallo, Sharon Kelly, Karen Johnston, Mukhlis Mutlag, Heidi Franken, Michael Kennedy, Cllr Wendy Gaertner

Staff: Suzanne Haines, E.D.

Regrets: Cllr Tom Mrakas Eric Acker, Bonnie Kraft, Damien Chan

Wednesday February 21st, 2018

Craig Mather, Chair

1	<p>MOTION to Approve Agenda</p> <p>Moved by: Sharon Kelly Seconded by: Karen Johnston CARRIED</p>	All	
2	<p>MOTION to approve Minutes of previous meeting</p> <p>(December 13th, 2017)</p> <p>Moved by: John Gallo Seconded by: Mukhlis Mutlag CARRIED</p>	All	
3	<p>Statements of Conflict of Interest</p>	All	
4	<p>Board Meeting Dates</p> <p>Board to agree on dates for 2018 Aurora Cultural Center:</p> <p>Board is proposing 11 meetings for the year (March to be cancelled)</p> <p>Note: January meeting was cancelled due to insufficient quorum</p>	All	

5	<p>Executive Director Report Presentation of Executive Director's Monthly Managerial Report</p> <p>MOTION To Receive the Executive Director's Report</p> <p>Moved by: Karen Johnston Seconded by: Michael Kennedy CARRIED</p>	Suzanne Haines	
6	<p>Finance Committee Finance Committee update December 2017 YE and Reserve Funds Policy</p> <p>MOTION To Receive the Finance Committee Update</p> <p>Moved by: John Gallo Seconded by: Michael Kennedy CARRIED</p>	Eric Acker	
7	<p>Fund Development Committee Update from Committee Chair</p> <p>MOTION To Receive the Fund Development Committee Update</p> <p>Moved by: Mukhlis Mutlag Seconded by: Sharon Kelly CARRIED</p>	Karen Johnston	
8	<p>Executive Committee Update from Committee Chair</p> <p>Chair made a request on behalf of the Governance Committee to ask Board members to advise of their plans to return to the Board for next year by March 15, 2018</p> <p>MOTION</p>	Craig Mather	

	To receive the Executive Committee Update Moved by: Karen Johnston Seconded by: Mukhlis Mutlag CARRIED		
9	Confirmation of next Meeting – April 11th, 2018	All	
10	Motion to Adjourn Meeting Moved by: Mike Kennedy Seconded by: Sharon Kelly CARRIED Meeting End: 9:00pm	All	



Board of Directors – February 21, 2018

EXECUTIVE DIRECTOR'S UPDATE (January & February)

Programs

Professional Live Performance Series

The winter brochure has been distributed in the community with a listing of events. The remainder of the 2017-2018 season includes:

John Sheard presents a Tribute to Stuart McLean SOLD OUT	January 26, 2018	Popular Music	Indie
Ken Whiteley & Freedom Blues	February 15, 2018	Popular Music	Blues
Stewart Goodyear, piano	February 22, 2018	Great Artist Music Series	Classical
To Be Determined Theatre Co presents Jillian Jiggs	March 15, 2018	Family	Theatre
John Sheard Presents Wendell Ferguson	March 23, 2018	Popular Music	Classic Rock
Vladimir Soloviev, piano	April 13, 2018	Great Artist Music Series	Classical
The Ennis Sisters SOLD OUT	April 20, 2018	Popular Music	Celtic
James Campbell ensemble	May 4, 2018	Great Artist Music Series	Classical
The Pick Brothers Band	May 11, 2018	Popular Music	Indie
John Sheard Presents the British Invasion	June 8, 2018	Popular Music	Folk/Roots

Educational Programs

We have a new slate of 17 classes and workshops open for the winter season. Classes start January 13th.

Classes for Children and Teens (8 weeks)

Famous Artists and Their Styles	Ages 4 – 6	Saturdays	9:30 am – 11:00 am	Jan 13 - Mar 10
Art in Stories and Pictures	Ages 7 – 10	Saturdays	11:15 am – 1:15 pm	Jan 13 - Mar 10
Abstract Ideas and Mixed Media	Ages 11 - 15	Saturdays	1:30 pm – 3:30 pm	Jan 13 - Mar 10

Classes for Adults (16+) (8 weeks)

Drawing, Sketching, Pen & Ink	Mondays	6:30 pm – 8:30 pm	Jan 22 – Mar 19
Wood Carving	Mondays	6:30 pm – 8:30 pm	Jan 22 – Mar 19
Beginning Guitar	Tuesdays	6:30 pm – 7:30 pm	Jan 23 – Mar 13

Beyond Beginning Guitar	Tuesdays	7:45 pm - 8:45 pm	Jan 23 – Mar 13
Start Painting Now with Acrylics!	Tuesdays	6:30 pm – 9:00 pm	Jan 23 – Mar 13
Expand Your Horizons in Acrylics Level 2	Thursdays	6:30 pm – 9:00 pm	Jan 25 – Mar 15
Exploring Watercolours	Thursdays	10:00 am – 12:30	Jan 18 – Mar 8
Exploring Watercolours	Thursdays	1:30 pm – 4:00 pm	Jan 18 – Mar 8
Watercolours: Basics & Beyond	Thursday	7:00 pm - 9:00 pm	Jan 25 – Mar 15
Open Studio	Tuesdays	10:00 am – 3:00 pm	Jan 16 – Mar 6

Short Courses/One-Day Workshops for Adults (16+)

NEW! A Winter Walk in Watercolours	February 20 & 27	Tuesdays	10:00 am – 3:00 pm
Silver Wire Jewellery	March 3	Saturday	10:00 am – 4:00 pm
NEW! The Art of Celtic Knotwork	March 17	Saturday	10:00 am - 1:00 pm
NEW! Introduction to Glaze Oil Painting	March 21 – April 11	Wednesdays	6:30 pm – 9:00 pm

Gallery & Exhibitions

Society of York Region Artists Group Exhibition and Sale

Red, Blue, Apple Suites & Great Hall Galleries

January 6 – 28, 2018

SOYRA's 31st Art Show & Sale. Sixty painters and photographers, working in all media.

Opening Reception January 13, 2018 from 1-4pm

Ways of Seeing: Portraits in the Gallery January 20 & 25, 2018 from 1-4pm

Mayor's Celebration for the Arts

Red, Blue, Apple Suites & Great Hall Galleries

February 3 – March 3, 2018

The month of February will be officially known as Youth Arts Month in Aurora. Since 2011, the Aurora Cultural Centre has engaged the graduating youth artists of our community through professional exhibiting opportunities known as the Youth Arts Program. In 2018, we are delighted to announce this programs' natural metamorphosis to be the Mayor's Celebration of Youth Arts. There is no secret the students' visual art talents and passions have made this program a success; exploring the presentation is to witness our world through fresh and invigorating lenses. The artists' motivations and technique practices brings forward a world commonly held hidden within the high school's studio walls.

Opening Reception – Visual Artists February 7, 2018 7-9pm (cancelled due to weather)

Opening Reception – Performing Artists February 9, 2018 7-9pm*

*Second reception ended up being the only reception due to weather. Evening went from 6:30-9:30pm

Hooked on Tradition

Exhibition of works by the Newmarket Rug Hooking Guild

Red & Blue Galleries

March 10-April 28, 2018

Hooked rugs tell stories about events, people and communities. Besides their historical interest, they are visually compelling to audiences of all ages. They range from functional to

decorative in use, and from primitive to modern in style. The exhibit presents over 100 traditional hooked rugs.

Opening Reception Friday March 23, 2018 6pm-8pm

Hands-on guided experience of traditional rug hooking with the artists from the Newmarket Guild on Wed March 14, 1 – 2:30 pm and Wed April 18, 6 – 7:30 pm.

Botanica

Exhibition of new works by Julia Hacker

Apple Suites & Great Hall Galleries

March 10 – May 5, 2018

Abstracted botanical life is invigorated through Ms. Hacker's interpretations on large canvases.

Magically bright oils and metallic mixed media combine to create inspirational pieces that speak to the life cycle, daily meditations of growth and discovery.

Opening Reception Friday March 23, 2018 6pm-8pm

Community Partners / Rental events

The following rental clients joined us in January & February:

Aurora Community Band

Aurora Historical Society (Complimentary)

Aurora Winter Blues Fest

Borealis Big Band

Camphill Communities

Chris Ballard MPP

Navit Bajina – private rental

Ontario Public Service Employees Union

Ontario Water Centre

Society of York Region Artists

Sport Aurora

Town of Aurora Museum & Archives

York Region Corporate Services

York Region Transportation Services (YRT/VIVA)

Administration

- The office was closed December 23 – January 1st. The building was open December 23, 27th and December 30th for the public.
- We will be using SageOne cloud accounting software starting January 1, 2018
- Lisa Warth is the Interim Director of Community Services (current Town liaison)
- Staff received Beehivr introductory training on January 8
- Submitted Canada Summer Jobs grant application for summer student employment on January 8, 2018

- Submitted Young Canada Works grant application for summer student employment on January 11, 2018
- Submitted grant proposal to RBC Foundation
- New agreement with the Aurora Historical Society for one sponsored evening rental for their AGM
- Transition to new bookkeeper and accrual accounting is still in progress. We completing 2017 YearEnd reporting and testing 2018 reports
- We have 4 pages in the Spring & Summer Town of Aurora Program Guide distributed February 23rd. Please find our pages attached.
- Attended Town Council meeting January 30, 2018 re: Library Square **DISCUSSION**

Facilities

- We continue to experience WIFI instability and issues within the network. Town IT are creating a solution to propose for implementation in 2018.
- Demolition of the two buildings to our north completed in January. There were vibrations and dust issues. Town staff are aware and have provided two large filters for the venue.
- There is no indication that interior painting is on the Town lifecycle for the facility.
- Exterior signage is on a conditional approval in the capital program. A further report to Town Council is required to move the project to the next phase.

Human Resources

- New bookkeeper, Gabriela Dos of ABM Inc. Accounting Business Management started on January 2, 2018.
- There was an alignment of duties and titles for the staff as of January 1, 2018 follows
 - Carol Sharp, Administration and Operational Services Manager is taking on data entry for our financial reporting. Carol will continue in her role with our rental clients and facility management.
 - Leanne DiMonte is continuing to focus on two areas, visitor services and our education program. She has taken ownership and leadership in the education program. Her new title is: Education & Visitor Services Coordinator
 - Stephanie Nicolo continues to focus on multiple areas and her title will reflect that as Volunteer & Co-Op Program Manager | Gallery, Events & Marketing Coordinator. As of February she will no longer do the bar/concession pickups and returns. She will have two new badges: Volunteer & Co-op Program Manager for when she is training volunteers/at volunteer events and going to the schools and Gallery, Event & Marketing Coordinator will be her general one for regular use.
 - Jane Taylor is focusing on our marketing and communications strategies. Jane will continue to program the performing arts events both ticketed and not. Jane's new title is Communications and Events Manager.

- Tazra Miller will be reporting directly to me and focusing her energies on supporting me in fund development, Board communication, general administration, and to support the front desk as well. Her new title is Administrative Assistant.
- Our benefits broker has been changed to Jennifer Walker of Carruthers Financial. Sun Life continues as our service provider.

Board Activities

- Finance Committee Meeting: January 6, February 20
- Fund Development Meeting: January 24
- Executive Committee Meeting: December 20

Community Connections/Artistic Events

- Met with Town Senior staff
- Met with Aurora Public Library CEO and Chair
- Met with RBC re: sponsorship and partnership
- Met with Lisa Wrath and Shelley Ware re: Town events
- Attended Aurora Winter Blues Media Launch
- Met with MP Leona Alleslev
- Met with MPP Chris Ballard
- Attended 100 Women Who Care: York Region January 31, 2018
- Toured Daniels Spectrum Art & Cultural Centre, Toronto
- Met with Marquee Theatrical Productions, Tour of facilities
- Attended Martial Arts Demo
- Met with Trinity Anglican Church Property Committee
- Existing and Prospect Sponsor meetings

Respectfully Submitted by
Suzanne Haines, Executive Director
Aurora Cultural Centre