



AGENDA

Board of Directors Meeting #1 2018
7:00pm

Wednesday January 17th, 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	Executive Director Report Presentation of Executive Director's Monthly Managerial Report MOTION To Receive the Executive Director's Report	Suzanne Haines	
5	Finance Committee Finance Committee update MOTION To Receive the Finance Committee Update	John Gallo	
6	Governance and Nominating Committee Update from the Governance Committee MOTION To receive the Governance and Nominating Committee Update	Bonnie Kraft	

7	Executive Committee Update from Committee Chair MOTION To receive the Executive Committee Update	Craig Mather	
8	Confirmation of next Meeting – February 21 st , 2018	All	
9	Motion to Adjourn Meeting	All	

Board of Directors – January 17, 2018

EXECUTIVE DIRECTOR'S UPDATE

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
Family Day Banghra Dancers	February 19, 2018	Special Event	Family Day event
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	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

Gallery & Exhibitions

Society of York Region Artists Group Exhibition and Sale

Red, Blue, Apple Suites & Great Hall Galleries

January 6 – 28, 2018

Opening Reception January 13, 2018 from 1-4pm

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

Community Partners / Rental events

The following rental clients joined us in January:

Aurora Community Band

Society of York Region Artists

Ontario Public Service Employees Union

Town of Aurora Museum & Archives

Camphill Communities

York Region Corporate Services

Navit Bajina – private rental

Chris Ballard MPP

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
- 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

Facilities

- We continue to experience WIFI instability and issues within the network. Staff leaves have halted the process of implementing the Town IT solution.

- Demolition of the two buildings to our north continues on the property. There are vibrations and dust issues. Town staff are aware and have provided two large filters for the venue.

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.

Board Activities

- Finance Committee Meeting: January 6
- Executive Committee Meeting: December 20

Community Connections/Artistic Events

- Met with Town CEO
- 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

Respectfully Submitted by
Suzanne Haines, Executive Director
Aurora Cultural Centre