aurora cultural centre

AGENDA

Public Meeting

September 13th, 2017 | 7:00 pm | Craig Mather, Chair

1	Welcome to the Public	All
2	Introduction of Board of Directors	Craig Mather
3	Q2 Managerial Commentary	Suzanne Haines
4	Upcoming highlights	Suzanne Haines
5	Opportunity for Q & A	All
6	Confirmation of Next Public Meeting: December 13th, 2017	All
7	Board of Directors will now convene in Library and guests are welcome to visit the Gallery Gift Shop at reception and view the galleries until 8PM.	All

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September 5, 2017

To: The Directors of the Church Street School Cultural Centre

This is to advise the Board of Directors that to the best of my knowledge I can state to you that we did not receive any material complaints from stakeholders or the general public during Q2 of 2017.

Suzanne Haines

Executive Director

Managerial Report – Q2 2017

Introduction

I started my role as the new Executive Director of the Aurora Cultural Centre on June 5, 2017. The Aurora Cultural Centre has many great relationships in the community, and a very strong and positive brand image. I look forward to getting to know the community and the partners over the coming months.

June held a number of professional and community events as organizations wrapped up their activities prior to the summer. Our Annual General Meeting for 2016 was held on June 14, 2017 at the Aurora Cultural Centre.

THANK YOU TO OUR MAJOR SPONSORS

Bonnie & Norbert Kraft

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 – 8:00 PM
	- *and during special events*	
Events	7 days per week	as required
Classes	Mon, Tues, Thurs, Sat	and as required
Community Facility Rentals	7 days per week	as required, up to 11:00PM

AURORA CULTURAL CENTRE STAFF

Executive Director	Suzanne Haines
Administration & Operational Services Manager	Carol Sharp
Program, Event & Communications Manager	Jane Taylor
Gallery Manager	Clare Bolton
Program, Gallery & Volunteer Services Coordinator	Stephanie Nicolo
Visitor Services & Instructional Program Assistant	Leanne DiMonte
Programs Assistant, Facility Supervisor	Tazra Miller, Part Time
Facility Supervisor	Laura Beaton, Part Time
Facility Supervisor	Christina diPaola, Part Time

BOARD OF DIRECTORS – at Q2 2017

EXECUTIVE

President	Craig Mather
Vice President	Eric Acker
Treasurer	Heidi Franken
Secretary	Karen Johnston

DIRECTORS

Maureen Campbell
Damien Chan
John Gallo
Sharon Kelly
Michael Kennedy
Bonnie Kraft
Mukhlis Mutlag

EX OFFICIO TOWN OF AURORA DIRECTORS*

Director	Councillor Wendy Gaertner
Director	Councillor Tom Mrakas

COMMITTEES OF THE BOARD OF DIRECTORS

Executive Committee
Finance & Audit Committee
Governance & Nominating Committee
Fund Development Committee

MEETINGS

The Board of Directors meet once per month and committees as required.

**Ex-officio Directors have the full rights & responsibilities of Directors of a corporation under the Ontario Corporations Act.*

COMPLIANCE & REPORTING CONTROLS

The Centre has strict compliance, oversight and reporting procedures in place; third party bookkeeping, a Finance & Audit Committee, several specialized Board committees, the day to day oversight of the Executive Director and the monthly review by the Board of Directors who each have personal and collective fiduciary responsibilities related to the governance and financial health of the Centre.

MONTHLY

Financial

- Third Party book keeper reconciles financial activity each month and creates financial statements that are reviewed by Treasurer, Finance & Audit Committee and Executive Director (ED).
- Statement of Account for Current Source Deductions (and payment) made to CRA.

Operational

- ED creates monthly activity report and presents to Board of Director; once approved this is posted to the public website.

QUARTERLY

Financial

- Treasurer creates GAAP quarterly financial report based on book keeper's financial statements. This is reviewed by the Finance Committee and presented to the Board. Opportunity for questions from Directors. Once approved, ED provides this report to the Director of Parks, Recreation and Cultural Services (PRCS) at the Town of Aurora as per our Agreement (and to the Mayor and CAO as a courtesy).

Operational

- ED creates a Managerial Commentary reporting on activities during the quarter in question.
- This is presented to the Board. Once approved, ED provides this report along with the Quarterly financial Report to the Director of PRCS (and Mayor and CAO). This report is posted on public website.

Oversight

- ED provides a compliance statement to the Board stating that all payments have been made and all areas of the Centre's compliance responsibilities have been met.

ANNUALLY

Town of Aurora

- As per Agreement

Canada Revenue Agency (Federal Government)

- Registered Charity Information Return
- Ontario Corporations Information Act Annual Return

Imagine Canada

- Annual report on compliance of the 73 Standards identified by IC as a requirement of our accreditation.

Current Funders (this is variable)
Ontario Trillium Foundation (Provincial Agency)
Ontario Arts Council (Provincial Agency)
Young Canada Works in Heritage Organizations via Canadian Heritage, (Federal Government)
Canada Summer Jobs via Employment and Social Development Canada (ESDC), (Federal Government)

Financial Review
Third Party Audit undertaken annually (not legally required until budget reaches $1 Million).
Financial standing publicly posted annually on the websites of the CRA, Imagine Canada, and our website.

ONGOING COMPLIANCE

- Town of Aurora
- Banks
- Insurance
- Canadian Anti-Spam Legislation (CASL)
- Service Ontario (Provincial Government)
- SOCAN

aurora cultural centre GALLERY GIFT SHOP UNIQUE HANDCRAFTED LOCAL

Summer is a slow period for the Gallery Gift Shop. In Q2 2017, we began a renewal of product in the gift shop by bringing in some new artists and inviting current artists to bring in new product. We also started planning for our Q4 pilot project to launch a larger gallery in the Blue Gallery. This shop opened August 12, 2017 with the current exhibit.

Gallery Gift Shop Hours

Mon, Tues, Thurs & Fri	9 AM - 4PM
Wed	9 AM – 8PM
Saturday	10AM – 4PM

Professional Artist Music Series

Artist/Event	Date	Genre/Series	Sponsor
John Sheard presents Lynn Miles	07-Apr-17	Roots/Blues	Ontario Arts Council
Luca Buratto, piano	27-Apr-17	Great Artist Music Series	Bonnie & Norbert Kraft
Sing-a-Long-a Sound of Music	06-May-17	Film/song	Scotiabank
Slocan Ramblers	12-May-17	Bluegrass/Folk	Rickard Banjos/OAC
John Sheard presents Russell deCarle	09-Jun-17	Country/Folk	Craig & Nancy Mather

Gallery Exhibitions

Art Heals, Group Exhibition
Sat Mar 11 to Sat May 6, 2017
Co-curated project by Aurora Cultural Centre Curator, Clare Bolton and Allan O'Marra, fine artist & psychotherapist. This group exhibition of York & Durham Region artists features works that are the end result of each artist's healing process.

Lush Gravitas by *Allan O'Marra* *Solo exhibition and sale*
Sat Mar 11 to Sat May 6
"Hyper-realist", over-sized, oil on canvas portraits by award-winning artist.

Ways of Seeing: Free events

- Fri March 17 – 6-8pm; Reception to Celebrate: *Art Heals* & *Lush Gravitas*
- Wed March 22 – 6-7pm; Talk Art with Allan O'Marra

Pine Tree Potters: *Spring Show and Sale*
Wed May 3 to Sun May 7, 2017

MOSAIC, Ontario Society of Artists 145th Anniversary, Group Exhibition
Thurs May 11 to Sat Aug 5, 2017
Ways of Seeing: Free Events

- Sat May 13 – 1-4pm; Reception to Celebrate: *MOSAIC*
- Wed May 31 - 6-7:30 pm with Anthony Batten; The Houses of Parliament Project, art talk and visual presentation
- Wed June 7 - 6-7:30 pm with Heidi Burkhardt; What is Plein-Air Painting & Oil Stick, demonstration
- Wed June 14- 6-7:30 pm with Carmel Brennan; How to interpret art?- walk and talk
- Wed June 21-6-7:30 pm with Clare Ross & Peter Dusek; The Fine Art Discipline of Photography, art talk

Total of 93 Artists as presenters in the gallery from April to June during exhibition and sale. MOSAIC, Ontario Society of Artists 145th Anniversary. Art Talks & Demos presented by members of the Ontario Society of Artists

A Mile in Omar's Shoes

April 13 - July 6

A heritage exhibition featuring a series of artifacts, personal mementos, and historical photos from the Khamissa family, owners and operators of Omar's Shoes in Aurora. Their story began in 1970 when Omar and Amina Khamissa opened their modest outlet in a 1,200-square-foot storefront. Now, almost 50 years later, this Aurora landmark is owned and operated by Raz and Mae Khamissa, and their children.

Educational Programs

The following spring educational programs ran between April 3 - June 3, 2017.

Ages 16+

Beginning Guitar
Beyond Beginning Guitar
Creative Impact Photography
Drawing, Sketching, Pen & Ink
Expand Your Horizons in Acrylics Level 2
Great Canadian Landscapes – Watercolours
Paper Floral Arrangement
Silver Wire Jewellery
Start Painting New with Acrylics!
The Signs of Spring Watercolours
Watercolour Cookies

Children's Programming

Abstract Art Through Time (Ages 4 – 6)
Colour Around Us (Ages 7 – 10)
#Canada150 (Ages 11 – 15)

Outreach and Community Gathering Events

Community Art Drop-In	March 15, 2017
Tuesday Open Studios	March 21 – May 30, 2017
A Reflection on Vimy: 100 Years Later	April 12, 2017
Volunteer Appreciation	April 19, 2017
Aurora Farmer's Market	May 13, 2017
Aurora Farmer's Market	May 27, 2017
Community IFTAR Dinner	June 1, 2017
We'll Meet Again Community Sing-a-Long	June 6, 2017
Aurora Farmer's Market	June 10, 2017
Aurora Farmer's Market	June 24, 2017
Town Park Birthday Party	June 30, 2017

Hosted delegation for Leksand, Sweden June 29, 2017

Canada 150 Community Art Project: Milestones Murals Art Installation

Launched in May by hiring Ted Hamer, professional muralist and community arts practitioner
The following activity happened in Q2 for this project.

June 10, 2017	7:30am	1:30pm	Aurora Farmers' Market	Aurora Town Park	Connect w. potential participants at public event
June 24, 2017	7:30am	1:30pm	Aurora Farmers' Market	Aurora Town Park	Mural development activity gathering visual contribution
June 27, 2017	2:00pm	3:00pm	Grant Announcement	Aurora Cultural Centre	Public Announcement by Local MP of Canada 150 Fund
June 30, 2017	4pm	8pm	Party in the Park	Aurora Town Park	Connect w. potential participants at public event

COMMUNITY RENTALS – Q2

Making the beautiful spaces within the Centre available to community groups, individuals and businesses, is an important aspect of the services the Centre provides to the community. The Centre is used by a diverse group or organizations that rent space.

A selection of community rentals during Q2:

Addiction Services of York Region
Aids Committee of York Region
Aurora Community Band
Aurora High School
CAMH
Christine Gale Harrison
CMHA
Dr. G. W. Williams
Edward Jones
Girl Guides #37
IESO
Irina Poljakova
Julia Gioria
Lisa Plow Jarvis
Nathalie Tsoy
Ontario Dental Hygenists AGM
OPSEU
Paskke Quartet
Paul Lynham
Pine Tree Potters Show and Sale
Roger White Academy
Sheila Vandikas
Society of York Region Artists
Third Age Learning - April & May
Tyatt Leung
Women's Support Network
York Region Chamber Music
York Region Children's Chorus
York Region Community & Health
York Region Corporate Services
York Region Environmental Services
York Region Lifetime Facilitation
York Region Transportation Services
YRDSB
YRDSB Aboriginal Project
YRDSB Spoken Word

ACTIVITY STATS Q2 2017

	2017	Q1	Q2
1	Instructional Programs	13	14
2	Volunteer hours donated	882	999
3	Art Exhibitions	4	3
4	Art Receptions & Artist Talks	8	7
5	Concerts	5	5
6	Heritage Displays	2	1
7	Heritage Community Events	1	2
8	Family Activities	2	2
9	Public Meeting	1	1
10	Visits	6320	7545

FINANCIAL DASHBOARD Q2 2017

- Revenue from programming up 16% over 2016 Q2
- Total Revenue up 12% over 2016 Q2
- Total expenses up by 14% over 2016 Q2 with extraordinary unplanned costs recognized for recruitment

Further details to be found in the 2017 unaudited Q2 Financial Statements included with this report

IN SUMMARY

The second quarter of 2017 posted a revenue increase of 14% over Q2 2016. Educational programs and workshops for children, youth and adults are growing in attendance, and variety.

The co-operative education partnerships with local high schools have continued to provide us with a volunteer pool of arts-minded students who are eager to receive training in everything from gallery management, to arts administration and programming.

We launched our Canada 150 Milestones Murals Art Installation project with professional artist, Ted Hamer leading the community art project.

I am delighted to meet so many passionate and welcoming individuals and organizations that are inspired to make Aurora their home. I look forward to working with the Town to continue to build creative opportunities for this community.

Suzanne Haines
Executive Director

#150andinspired

*www.auroraculturalcentre.*ca
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