



AGENDA

Board of Directors Public Meeting #4 2020

6:30 pm

Wednesday December 9, 2020

Eric Acker, Chair

Join Zoom Meeting

<https://us02web.zoom.us/j/86275595042?pwd=U3I3c2NzUW9GeUhkTU5NVmRZQ3lLdz09>

Meeting ID: 862 7559 5042

Passcode: 911481

1 (1 min)	Agenda MOTION to Approve the Agenda	Eric Acker
2 (15 min)	Executive Director Report <ul style="list-style-type: none"> • Q3 Commentary MOTION to Approve the Managerial Commentary for Q3 2020, AND that Q3 Commentary be sent to Town of Aurora, AND that Q3 Commentary be made available for the Public.	Suzanne Haines
3 (15 min)	Finance & Audit Committee Report <ul style="list-style-type: none"> • Q3 Interim Financial Statements MOTION to Approve the unaudited Interim Financial Statements for the months ended at September 30, 2020 (the Q3 Report) AND to approve the filing of the Q3 Report with the Town of Aurora as per the Provision of Cultural Services Agreement.	Laura Hostick
4	New Business	ALL
5	Confirmation of next Public Meeting March 10th at 6:30pm meeting via ZOOM	ALL
6	MOTION to Adjourn Public Meeting	ALL

Live Events Programs

There were no live events in November

Gallery Programs

flight²

Oct 17, 2020 *extended to Saturday, February 27, 2021*

An exhibition of drawings by Grazyna Tonkiel and sculpture by Gordon Becker
Curated by Clare Bolton

King artist Grazyna Tonkiel has been celebrating butterflies or the “mystic creatures” as she refers to them with vibrant art pencil and gold leaf drawings for more than two decades. Gordon Becker’s life in art began in earnest when at the age of 11 he was captivated by a film of an Inuit carver creating an image full of magic and power from a raw lump of stone. He decided right then to become a carver.

Together **flight²** will showcase the exceptional butterfly drawings and wood carvings of these award winning artists. This is an extraordinary, not to be missed, exhibition that is perfect for the whole family. Visit AuroraCulturalCentre.ca to view the exhibition online.

Enjoy a virtual tour through the exhibition and enhance the gallery experience with our Art Bytes series.

Art Bytes | Easy Kids Craft Butterfly Painting Demo Video

Come paint along with our Gallery Assistant Christina DiPaola as she walks you through creating fun folded butterfly paintings step by step! This super easy craft is perfect for preschool and primary students, but is fun for all ages.

These butterfly symmetry paintings come to life by adding blobs of paint to one side of a paper, folding the other half over, rubbing it with your hands, opening up the page to reveal a funky symmetrical painting, and cutting it out to turn it into a beautiful butterfly!

Art Bytes | Name that Butterfly Quiz

Test your knowledge of Canadian Butterflies with this fun 10 question multiple choice online butterfly identification quiz! Learn more about these beautiful local creatures with fun bug facts accompanying all 10 butterflies. Each question features a drawing from the **flight²** exhibition, by King City-based artist Grazyna Tonkiel.

Art Bytes | Behind the Scenes: Installation of flight²

For the first time ever, get a behind the scenes look at how we installed the artwork in Aurora Town Hall. You've seen the show, now see the process of how it all came together. Answer questions such as, how did they transport the large sculptures? And what does it take to get all the work up on the walls?

Art Bytes | In Conversation with Artist Grazyna Tonkiel

What happens when a former opera singer creates a butterfly conservatory in her backyard? Meet artist Grazyna Tonkiel, the artist behind the 24 exquisite butterfly drawings in the flight² exhibition. Learn about how her artistic career began and why she wanted to exhibit her butterflies with Gordon Becker's dancers. Listen to this butterfly conservator's passion and knowledge around our colourful winged friends and her plans for the future conservation of Ontario butterflies.

Art Bytes | In Conversation with Artist Gordon Becker

Get an insider look into the technical aspects and the fascinating stories behind the incredible ballet sculptures of Gordon Becker. Learn how Gordon began his career and why he loves working with wood. Hear what the artist is expressing through his sculptures. Enjoy listening to Gordon's fascinating thoughts on flight² and what he hopes you, the viewer, will take away from this exhibition.

A Location: Artwork installed at the Aurora Town Hall – 2nd Floor, and available for viewing online.

Education Programs

Fall Classes

Around the World with Art	Saturday November 7 th – December 5 th
Famous Artists & Their Styles	Saturday November 7 th – December 5 th
A Journey Through Art & Time	Saturday November 7 th – December 5 th
Wood Carving	Monday November 9 th – December 7 th
You Can Uke It!	Tuesday November 10 th
Ukulele for Beginners	Tuesday November 10 th
Beginning Guitar	Tuesday November 10 th
Exploring Watercolours (Intermediate/Advanced)	Wednesday November 11 th
Drawing & Sketching	Wednesday November 11 th
Watercolours: Basic & Beyond	Thursday November 12 th
PA Day Programs	Friday November 13 th
Jewellery Making	Saturday November 14 th
Make Your Own Stained Glass Holiday Ornament	Saturday November 28 th
Make Your Own Stained Glass Holiday Ornament *Second Offering*	Sunday November 15 th
Holiday Card Making	Saturday November 21 st

Administration

- We continue to calculate eligibility and receive the Canada Emergency Wage Subsidy (CEWS) which covers a declining percentage of salaries paid up to a maximum until December. The CEWS is meant to support keeping staff on payroll through this pandemic.
- Submitted an application to the Ontario Trillium Foundation Resilient Communities Fund to assist with pivoting the organization's strategy for 2021.
- Hosted an in-person staff brainstorming session on November 4th at the Armoury to discuss 2021 programming
- Held a Job Evaluation Team session to evaluate restructured roles
- Presented the Aurora Cultural Centre 2021-2022 Budget to Aurora Town Council
- Met with Town Staff to complete designs for Aurora Cultural Centre panels of the hoarding around the property. Should be installed by December 10

Human Resources

- Staff meet weekly via Zoom to check in, build future ACC programming and support online initiatives
- Staff continue to work from home during the closure due to the Coronavirus Pandemic.
- Stephanie Nicolo returned from maternity leave on November 23rd to the role of Volunteer Manager & Events Coordinator
- Katie Epp has a new role as Box Office & Digital Services Coordinator
- Christina DiPaola has accepted the permanent part-time role of Gallery Assistant

Facilities

- Piano maintenance and string replacement begins at Town Hall program room on Monday December 7.
- We continue to operate at the CFWI – Aurora Armoury and the Town of Aurora Senior's Centre for our educational programs.

Board Activities

Board Finance & Audit Committee Meeting: November 24th

Board Fund Development Committee Meeting: December 7th

Board Outreach Committee: November 19th, December 8th

Community Connections/Artistic Events

- CAPACOA national presenting network bi-weekly meetings
- Ontario Presents provincial presenting network bi-weekly meetings
- Aurora Arts & Culture Forum monthly meeting
- Monthly meeting with Director of Community Services

Respectfully Submitted by

Suzanne

Suzanne Haines
Executive Director

Managerial Commentary Q3 2020



Introduction

The summer months through to September were unique again. We hosted a virtual gallery exhibition with a full series of educational programs that saw over 6000 participate. We secured infrastructure and materials for our first ever suite of virtual summer camps which were well received by the community and expertly programmed by our instructors in this new medium. With health protocols relaxing for a short time, we also presented a free community in-person concert in the park to an audience of 100 to help launch Culture Days Activities in Aurora. We advocated for a Mayoral proclamation of Culture Month for the community and participated in the Town's Culture-In-A-Box initiative and the Culture Banner program.

To accommodate the needs of the construction project at 22 Church Street, we were officially moved to Town Hall in July. All office materials, furniture and fixtures moved in early July with the rest of the building furniture and equipment moved to storage later in the month. Services were cancelled or moved to be ready when the offices reopen. Our cleanup also resulted in donations of historical or surplus items to appropriate organizations. Staff were invited to go into their office space to unpack their bins and obtain materials necessary to continue to work from home. Our beloved C7 piano made its way down the grand staircase of the Aurora Cultural Centre and to the program room at Town Hall. All program supplies were also moved and unpacked. While our official residency took place, we will not be occupants until Town Hall can reopen.

As the pandemic continues through Q3, we are ever grateful for the continued support of our volunteers, donors, patrons and funders, and the necessary federal emergency supports that continue to enable us to stay open and delivering cultural services.

THANK YOU TO OUR SUPPORTERS



an Ontario government agency
un organisme du gouvernement de l'Ontario



Richard Gong, Agent
15342 Yonge Street • (905) 727-6333



A SNAPSHOT OF AURORA CULTURAL CENTRE Q3 OPERATIONS ***July – September 2020***

Live Performing Arts

Tribal Vision Dance

September 26 @ 3:00pm

We celebrated Culture Days outside at the Aurora Town Park band shell, with a free, family-friendly performance by the renowned Tribal Vision Dance Company. Headlined by Naomi and Derek Martin from Six Nations of the Grand River, along with 3 drummers, this incredible live singing, dancing and drumming presentation was presented in contemporary Powwow and traditional Haudenosaunee styles. Our audience discovered beautiful regalia, heard stories of how this music and dance has evolved, and gained a new understanding and cultural appreciation for this rich history.

Tribal Vision Dance has shared their culture through songs and dances throughout the world, touring Canada, Germany, Austria, Norway and Turkey. They have performed alongside Nelly Furtado, participated in the Olympic Torch Relay, and at the Pan Am Games.

Families were greeted and brought to their own physically-distanced circle in the Aurora band shell. Families were able to sit on blankets in these specified areas, or in their own chairs. Patrons were seated within their social bubbles, and those with chairs were seated behind groups seated on blankets for ease of viewing. This performance lasted approximately 45 minutes, and is suitable for all ages.

In accordance with all public health measures, this performance was limited to 100 ticket holders.

Special Events

Cultural Days

The Centre helped launch Culture Days in Aurora. In August, staff made a request of the Clerk's office to have the Mayor proclaim a month long Culture Days from September 25 – October 25 in Aurora. We launched with our presentation of Tribal Vision Dance, an incredible talent to spark interest and inspire understanding in our community. As an organization that was formed the same year as Culture Days, it is fitting that the 10th anniversary brings new collaborations. Launched 10 years ago on the coat tails of Journee de la culture in Quebec that had been in place for decades, the idea of Culture Days has always been to democratize the arts with free grass roots initiatives that support understanding of how artistic craft is built to enable deeper connection with the outcomes on stage, page, and on the walls. This journey continues as more municipalities embrace the cultural conversation as a means to support truly livable communities. Below are the other initiatives we host and/or are involved in during Culture Days.

Culture in a Box

In partnership with the Town of Aurora, we created three activities to add to the Culture in a Box initiative. Residents could register for this free box of arts and culture activities on the Town website and cultural partners came together to fill the box. The Centre's activities included:

- Van Gogh Sunflowers: Supplies included with this activity were canvas board, palette, three paintbrushes, model magic and six acrylic paint colours.
- Plasticine Penguin: Supplies included with this activity were three pre-portioned colours of plasticine.
- Storytelling through Seniors: This is an activity in partnership with the New Horizons for Seniors federal grant. Supplies included with this activity were a local Aurora senior resident's personal story and five oil pastels and mix media paper.

The following two activities were created for as an engagement piece for flight² in partnership with Cultural Days.

Name That Butterfly Quiz!

Test your knowledge of Canadian Butterflies with this fun 10 question multiple choice online butterfly identification quiz! Learn more about these beautiful local creatures with fun bug facts accompanying all 10 butterflies. The quiz goes live on Oct 12, 2020 on the Aurora Cultural Centre website at auroraculturalcentre.ca. Each question features a drawing from the Aurora Cultural Centre's flight² exhibition, which presents over 20 lifelike butterfly drawings by King City-based artist Grazyna Tonkiel, along with 5 life-sized wooden dancer sculptures by internationally recognized sculptor Gordon Becker. This quiz is an engaging accompaniment to the exhibition which opens Saturday, October 17, 2020 virtually on our website auroraculturalcentre.ca. The show runs from October 17, 2020 to January 23rd, 2021. The quiz is appropriate for all ages, fun for the whole family!

Easy Kids Craft Butterfly Painting Demo Video

Come paint along with our Gallery Assistant Christina DiPaola as she walks you through creating fun folded butterfly paintings step by step! This super easy craft is perfect for preschool and primary students, but is fun for all ages. These butterfly symmetry paintings come to life by adding blobs of paint to one side of a paper, folding the other half over, rubbing it with your hands, opening up the page to reveal a funky symmetrical painting, and cutting it out to turn it into a beautiful butterfly! Materials Needed: Paper Paint Paint brushes Paint containers Scissors. This is the perfect craft to accompany our art exhibition flight2 which includes over 20 butterfly drawings by local artist Grazyna Tonkiel. The demonstration video was published on October 8, 2020.

Gallery

Beyond the Walls

The Uxbridge Artist Collective

June 15, 2020 to Sept 26, 2020

Beyond the Walls was built as the Aurora Cultural Centre's first online exhibition. The online format was embraced by the artists of the Uxbridge Artist Collective as a way for all artists, regardless of medium and size of artwork, to be involved. The co-curatorial team of Carmel Brennan and Clare Bolton juried the art in June and the staff team researched a way to allow the exhibition to be dynamic and interactive on our website. Staff and our web designers built a new element to our site and within six weeks we were ready to launch the program. We are pleased to bring you artwork BEYOND THE WALLS of our Gallery space and beyond our geographical boundaries, from 18 artists working in a variety of disciplines from glass to iron to paint to wood. In addition, we are pleased to announce Art Bytes, a weekly series of online artist conversations, demos and instructional videos. These take place on Thursdays at 2pm on Facebook and YouTube from July 9 – September 3. Enjoy the gallery experience from the comfort of your home.

<https://auroraculturalcentre.ca/beyond-the-walls/>

ART BYTES

Art Bytes is an online series that featured conversations, videos and art demos with the artists from BEYOND THE WALLS: The Uxbridge Artist Collective Online Exhibition and Sale.

Date of Post	Artist
July 9	Bert Liverance "Welcome to My Studio"
July 16	Fly Freeman with Francis Muscat "Kinetic Sculptures"
July 23	Gayle Temple "Fused Glass Sculptures"
July 30	Joan Yerema and Jay Yerema-Weafer "Painting Large Scale"
August 6	Mark Puigmarti "What Does a Blacksmith Do in the 21 st Century?"
August 20	Ross Colby with Daniel Colby "Creative Professionals"
August 27	In Conversation with Charles Stevens & Carol Grant Stevens
September 3	In Conversation with John Pryce and Shelly Burke

Education

In order to keep educational programs when all other programs were cancelled, *Home is Where the Art Is* was created as an online summer arts experiences for kids with camps for 4-6 year olds and 7-12 year olds. Parents picked up their art kits filled with the week's materials the Thursday before the camp started. Last minute art kit drop offs happened Monday morning. Maximum class sizes: 6 on screen for 4-6 yr olds, 12 on screen for 7-12 yr olds. We were able to host two sessions of each class.

Summer Camp

Art Around the Globe (Ages 4-6)	July 6 – July 10
Art Around the Globe (Ages 7-12)	July 6 –July 10
World of Colour (Ages 4-6)	July 13-July 17
World of Colour (Ages 7-12)	July 13-July 17
Famous Artists & Their Styles (Ages 4-6)	July 20-July 24
Famous Artists & Their Styles (Ages 7-12)	July 20 –July 24
Sculpt It! (Ages 4-6)	July 27-July 31
Sculpt It! (Ages 7-12)	July 27-July 31
Artistic Imaginations (Ages 4-6)	August 4-August 7
Artistic Imaginations (Ages 7-12)	August 4-August 7
Art Through the Ages (Ages 4-6)	August 10 – August 14
Art Through the Ages (Ages 7-12)	August 10 – August 14
The Wonderful World of Nature & Animals (Ages 4-6)	August 17 – August 21
The Wonderful World of Nature & Animals (Ages 7-12)	August 17 – August 21
Art in Media (Ages 4-6)	August 24-August 28
Art in Media (Ages 7-12)	August 24-August 28

Special Guests to Camps

Each summer we host professional artists from our program in our summer camps. This year we invited two performing artists from our Kaleidoscope in the Schools program; Fana Soro, West African percussion performing artist and Marjie Chud, theatre artist and educator and two gallery artists; Joan Yerema and Jay Yerema-Weafer to join the weekly activities.

We launched a new collaboration with the Aurora Senior's Centre, gathering stories from seniors in Aurora to be illustrated by the summer camp students in the age 7-12 camp. We gathered 10 stories to date to use in the final week of camp. The resulting art work is photographed to be collated for the senior who shared their story. The remaining stories was held to be used in the fall classes.

Kaleidoscope in the Schools (KITS)

Fall 2020 performances have been rescheduled to 2021. Staff are working with school board administrators to see if virtual professional development will be possible in the fall 2020 or winter 2021. The complete 2020-2021 performance and workshop schedule can be accommodated in the spring 2021.

The Hill Strategies feedback survey for administrators and teachers participating in the 2019-2020 KITS program remained open until September 18, 2020.

Rentals

The rental program halted on March 13th 2020 due to the Coronavirus Pandemic and the Library Square project.

ACTIVITY STATS YTD Q3 2020

	2020	Q1	Q2	Q3
1	Educational Programs	19	0	17 (online)
2	Volunteer hours donated	747	336	229
3	Art Exhibitions	2	1 (online)	1(online)
4	Artist Events and receptions	3	1 (online)	1 (launch online) 9 Art Bytes
5	Artists Exhibited	98	18	18
6	Gallery Tours	1	0	0
7	Performing Arts Events	4	0	1
8	Free Community Events	1	0	1
9	Public Meeting	1	1	1
10	Visitors	4212	0	0
11	#ArtAtHomeAurora initiative*		403	132
12	Where Are They Now engagements**		170	39

*#ArtAtHomeAurora initiative in Q2 only

**Where Are They Now initiative in Q2 and Q3 only. Only active participation, views not captured.

In-person and Virtual Community Participation

Q1-Q3 2020	Gallery	Performing Arts Events	Education	Rentals	Other	Social Media Programming*	Total
In person engagements	890	1,273	1,115	728	263	0	4,269
Virtual engagements**	6,589		136	0	0	2,705	9,430
Total	7,479	1,273	1,251	728	263	2,705	13,699

*Art@HomeAurora, Community partnerships

**Virtual engagements are counted when a patron does something active (take an online class, participate in an event) to access programming.

FINANCIAL STATEMENTS

Please see Q3 Financial Report attached.

Organizational Information

CENTRE HOURS

Business Hours

Temporarily closed

Staff Office Hours

Monday to Friday

8:30 AM – 4:30 PM plus in-person programming needs

Gallery Hours	Online 24/7
Events	In-person restarted in Q3
Classes	Virtual for Q3
Community Facility Rentals	Rental program now closed due to Library Square project

AURORA CULTURAL CENTRE STAFF

Executive Director	Suzanne Haines
Administration & Operational Services Manager	Carol Sharp
Communications & Events Manager	Jane Taylor
Gallery Manager	Clare Bolton
Education & Outreach Manager	Leanne DiMonte
Volunteer & Visitor Services Coordinator	Katie Epp
Administrative Assistant	Jennifer Marrocco
Gallery Assistant	Christina DiPaola
Gallery, Event & Marketing Coordinator (maternity leave)	Stephanie Nicolò
Facility Supervisor (part time)	Laura Beaton, Christina DiPaola, Emma Kakush
Summer Staff	Arts Camp Supervisor
	Senior Camp Counsellor
	Senior Camp Counsellor
	Junior Camp Counsellor
	Amanda Roy
	Cassandra Tremblay
	Nicole Basso
	Madison Hogben

BOARD OF DIRECTORS – Q3 at end of September 2020

EXECUTIVE

President	Eric Acker
Treasurer	Laura Hostick
Secretary	Sharon Kelly

DIRECTORS

Nicole Asquith
 Nitin Bagga
 Damien Chan
 Christina Kerr
 Amy Lane
 Christopher Mercer
 Parisa Sabet
 Councillor Wendy Gaertner*
 Councillor John Gallo*

*Ex officio Town of Aurora Directors

COMMITTEES OF THE BOARD OF DIRECTORS

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

MEETINGS

The Board of Directors meet approximately 8 times per year and committees meet monthly 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 Directors; once approved this is posted to the public website.

QUARTERLY

Financial

- Treasurer creates GAAP quarterly financial report based on bookkeeper'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 Community Services at the Town of Aurora as per our Agreement (and to the Mayor, Town Council, and Town 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 Community Services (and Mayor, Council, 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 Standards identified by IC as a requirement of our accreditation.
- Board reviews Compliance report and IC comments

Current Funders (this is variable)

Young Canada Works in Museum Organizations via Canadian Heritage, (Federal Government)

Canada Summer Jobs via Employment and Social Development Canada (ESDC), (Federal Government)
Canada Arts Presentation Fund, Canadian Heritage
New Horizons, Canadian Heritage
Ontario Arts Council
Ontario Summer Experience Program
Ontario Trillium Foundation

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)
- Canadian Code of Practice for Consumer Protection in Electronic Commerce
- SOCAN

IN SUMMARY

The third quarter of 2020 included more new learning and adaptation, including bringing some of our audience together. Our return to in-person programming went smoothly with all health protocols in place, training for staff and volunteers and deeper connections with Town Staff. The move to Town Hall was successful and new relationships started to form with venues we would need for the final quarter of the year. We saw firsthand the emotional response from our patrons who came to the event in the park. With tears and ever grateful for the experience, the community of Aurora showed us once again how impacted they are by our programming. Stay safe and healthy, and thank you to all who connected with us through this time.

Respectfully Submitted,

Suzanne

Suzanne Haines
Executive Director

www.auroraculturalcentre.ca
Follow us on Facebook, Twitter & Instagram