Aurora Cultural Centre

AGENDA

Board of Directors Meeting #5A 2022

6 pm

Wednesday June 15th, 2022 **Eric Acker, Chair**

Join Zoom Meeting
https://us02web.zoom.us/j/86258977904?pwd=S0M2N1UvMW1QNGgxSk00Uk1nSSt0QT09
Meeting ID: 862 5897 7904
Passcode: 015421

Find your local number: https://us02web.zoom.us/u/ki6nOr5B8

1 (1 min)	Agenda **MOTION** to Approve the Agenda	Eric Acker
2 (1 min)	Previous Minutes **MOTION** to Approve Minutes of previous meeting (May 11, 2022)	Eric Acker
3 (1 min)	**Statements of Conflict of Interest**	ALL
4 (10 min)	**Executive Director Report** • Monthly Report **MOTION** to Receive the Executive Director Report	Suzanne Haines
5 (30 min)	**Finance & Audit Committee** • Investment Decision • Interim Statements • Q1 Interim Financial Statements • 2021 T3010 Report **MOTION** to Approve the Interim Financial Statements to April 30, 2022 **MOTION** to Approve the unaudited interim financial statements for the 3 months ended March 31, 2022 (the Q1 Report) and to approve the filing of the Q1 Report with the Town of Aurora as per the Provision of Cultural Services Agreement. **MOTION** to Approve the 2021 T3010 and direct the release to the CRA **MOTION** to Accept the Finance & Audit Committee Report	Laura Hostick

6 (20 min)	**Governance & Nominating** Report from the committee • Slate of members • Fund Development TOR review Board Slate: The following Directors be approved for a 2-year term, expiring in June 2024: Edlene Antonio, Roger Feng, Laura Hostick, Anita Townsend The following current Directors who have 1 year remaining in their current 2-year term that expires June 2023 be confirmed: Eric Acker, Andrea Chan, Damien Chan, John De Faveri, Sharon Kelly, Mandana Gholami Mobarakabadi, Parisa Sabat **MOTION** to approve the slate of Board Members for the 2022-2023 term. **MOTION** to approve the Fund Development Committee Terms of Reference as presented **MOTION** to Receive the Governance & Nominating Committee Report	Parisa Sabat
7 (5 min)	**Fund Development Committee** Report from the committee **MOTION** to Receive the Fund Development Committee Report	John De Faveri
8 (5 min)	**Facility Task Force** Report from the Task Force **MOTION** to Receive the Facility Task Force Report	Eric Acker
8	**New Business**	ALL
10	**MOTION** to Adjourn Meeting	ALL

Aurora Cultural Centre

MINUTES

Board of Directors Meeting #5A 2022

6 pm

Wednesday June 15th, 2022 **Eric Acker, Chair**

In Attendance: Eric Acker (President), John De Faveri (Vice-President), Laura Hostick (Treasurer), Sharon Kelly (Secretary), Cllr Wendy Gaertner, Nitin Bagga, Andrea Chan, Mandana Gholami, Christina Kerr, Parisa Sabat

Regrets: Damien Chan, Cllr Rachel Gilliland

Staff: Suzanne Haines (Executive Director)
Matthew Knox (Box Office & Digital Services Co-ordinator)

1 (1 min)	Agenda **MOTION** to Approve the Agenda MOVED by: John De Faveri 2nd: Laura Hostick **CARRIED**	Eric Acker
2 (1 min)	Previous Minutes **MOTION** to Approve Minutes of previous meeting (May 11, 2022) MOVED by: Andrea Chan 2nd: Mandana Gholami **CARRIED**	Eric Acker
3 (1 min)	**Statements of Conflict of Interest - NONE**	ALL
4 (10 min)	**Executive Director Report** • Monthly Report **MOTION** to Receive the Executive Director Report MOVED by: Parisa Sabat 2nd: Mandana Gholami **CARRIED**	Suzanne Haines
5 (30 min)	**Finance & Audit Committee** • Investment Decision • Interim Statements • Q1 Interim Financial Statements • 2021 T3010 Report **MOTION** to Approve the Interim Financial Statements to April 30, 2022 MOVED by: John De Faveri 2nd: Christina Kerr **CARRIED**	Laura Hostick

	MOTION to Approve the unaudited interim financial statements for the 3 months ended March 31, 2022 (the Q1 Report) and to approve the filing of the Q1 Report with the Town of Aurora as per the Provision of Cultural Services Agreement. MOVED by: Mandana Gholami 2nd: Parisa Sabat **CARRIED** **MOTION** to Approve the 2021 T3010 and direct the release to the CRA MOVED by: Andrea Chan 2nd: Laura Hostick **CARRIED** **MOTION** to Accept the Finance & Audit Committee Report MOVED by: Mandana Gholami 2nd: John De Faveri **CARRIED**	
6 (20 min)	**Governance & Nominating** Report from the committee • Slate of members • Fund Development TOR review **Board Slate**: The following Directors be approved for a 2-year term, expiring in June 2024: Edlene Antonio, Roger Feng, Laura Hostick, Anita Townsend The following current Directors who have 1 year remaining in their current 2-year term that expires June 2023 be confirmed: Eric Acker, Andrea Chan, Damien Chan, John De Faveri, Sharon Kelly, Mandana Gholami Mobarakabadi, Parisa Sabat **MOTION** to approve the slate of Board Members for the 2022-2023 term. MOVED by: John De Faveri 2nd: Laura Hostick **CARRIED** **MOTION** to approve the Fund Development Committee Terms of Reference as presented.	Parisa Sabat

	MOVED by: John De Faveri 2nd: Laura Hostick **CARRIED** **MOTION** to Receive the Governance & Nominating Committee Report MOVED by: Mandana Gholami 2nd: Christina Kerr **CARRIED**	
7 (5 min)	**Fund Development Committee** Report from the committee **MOTION** to Receive the Fund Development Committee Report MOVED by: Andrea Chan 2nd: Laura Hostick **CARRIED**	John De Faveri
8 (5 min)	**Facility Task Force** Report from the Task Force **MOTION** to Receive the Facility Task Force Report MOVED by: Andrea Chan 2nd: Parisa Sabat **CARRIED**	Eric Acker
8	**New Business - NONE**	ALL
10	**MOTION** to Adjourn Meeting @ 7 PM MOVED by: John De Faveri 2nd: Laura Hostick **CARRIED**	ALL

Signed,

Sharon Kelly, Secretary

Aurora Cultural Centre

Board of Directors – June 2022
EXECUTIVE DIRECTOR'S UPDATE

May 2022

Live Events Programming

John Sheard Presents Legends of Canadian Folk
Signature Series
May 6, 2022
From Lightfoot to Joni, Cockburn to Cohen, it's an evening where the icons of Canadian folk music – those woven into our musical fabric – are placed on centre stage. John leads a 7-Piece All-Star band, with players and singers from Dala, Classic Albums Live and musical heroes-Russell de Carle, Steve Briggs and bass legend Dennis Pendrith.

Probably best known as music director for Stuart Mclean's Vinyl Cafe from 1997-2016, Toronto's John Sheard has released 8 solo piano recordings and continues to work with artists of all styles and mentor many young musicians. Since 1975, he has appeared on hundreds of recordings with artists such as Rita MacNeil, Olivia Newton-John, Ian and Sylvia Tyson, Dan Hill, Rita Coolidge, Mary-Margaret O'Hara, Celine Dion, Matt Andersen, Danny Michel, and many, many more. He has performed live with too many artists to count, including Rough Trade, Jackie Richardson, John McDermott, Owen Pallett, Suzie Vinnick, Dala, Jill Barber and Art Garfunkel. As a producer and arranger, he has worked with The Guess Who, Buster Poindexter, Russell de Carle, Dan Hill, Shirley Eikhard, and The Good Brothers. John has also produced and written music for television shows such as A+E.'s Biography, Sesame Street, So You Think You Can Dance, Dancing with the Stars, and David Letterman's Hollywood Film Festival.

TiKA
Signature Series
May 20, 2022
Embracing the genre rightfully coined as "futuristic nostalgia," TiKA's compositions offer "ethereal sounds that wrap around you, reminding you of other memories." Her songs address deeply personal relationships to ones' inspired by TiKA's Jamaican roots to others that are sonic representations of conversations with the self.

TiKA is a multidisciplinary artist based in Montreal. A singer-songwriter-filmmaker-model-mental health advocate, her fans flock to her magnetic live performances. Her long-awaited album, Anywhere But Here, came out in 2019. Connect with TiKA on IG @withlovetika

Coming Up:
Great Artist Music Series
Crozman and Chiu, Cello and Piano June 2 7:30pm Trinity Anglican Church
https://auroraculturalcentre.ca/event/crozman-chiu-cello-piano-2/

Meridian Magic Carpet Series
WeeFestival Arts & Culture for Early Years:
Yassama and the Beaded Calabash June 5 11:00am Aurora Seniors Centre
https://auroraculturalcentre.ca/event/weefestival-arts-culture-for-early-years/

Signature Series
John Sheard Presents Homeward Bound:
A Tribute to Simon & Garfunkel June 11 7:30pm St. Andrew's College
https://auroraculturalcentre.ca/event/john-sheard-homeward-bound/

Constellations Music Festival
June 25, 2022 at 7pm at Aurora Town Park
Featuring OKAN, TIO CHORINHO WITH FLÁVIA NASCIMENTO and WESLI
No Charge – please join us
https://auroraculturalcentre.ca/event/constellations-music-festival/

Your Voice, One Community I.D.E.A Artist Symposium
June 25 and June 26th
8:30 – 3:00PM
CFWI Aurora Armoury
A Symposium for Visual and Performing Artists & Facilitators
Attendance at no cost | All food and beverages provided
https://auroraculturalcentre.ca/idea/

Gallery Program

Backstories: The Researching Artist as Traveller & Interviewer
Andrew Cheddie Sookrah, Solo Artist Exhibition and Sale
Online: Friday May 13 – Friday July 15, 2022
In-Person: Wednesday May 11 – Friday July 8, 2022
Backstories: The Researching Artist as Traveller & Interviewer exhibits paintings, drawings, and sculptures taken from Sookrah's life as both traveller and artist. Recognized for his bright and expressive technique, Sookrah takes us on a journey through rivers, lands, and into the intimate solitaries of his studio during a time of limited movement; The COVID-19 pandemic. Harnessing media as a tool for visual communication, Sookrah presents an internal dialogue that reflects upon his subjects and their deeper societal connections. In observing his work, viewers are privy to an underlying social commentary that is carefully interlaced into the threads of his canvas.

Andrew Cheddie Sookrah is a painter, sculptor and fine art instructor. His work encompasses painting, illustration, design and advertising. He has twice won the McMichael Gallery Plein Air competition (2016 and 2017), and was Finalist for both Landscape Artist of the Year Competition and Art Battle Toronto @The Artist Project (both in 2020). An avid traveller, he has completed several voyages with Adventure Canada, including a Northwest Passage tour in 2019 as Artist in Residence aboard the Ocean Endeavour.
https://auroraculturalcentre.ca/backstories/

In person gallery visits Wednesday, Friday and Saturday from 10am-3pm

Coming up:
Backwards and Forwards: Reflections in Porcupine Quills
Vanessa Dion Fletcher, Solo Artist Exhibition and Sale
July 18 – September 16 (in-person) and July 25 – September 23 (online)

Education Programs

Programs continuing through May

1. **A Journey Through Art & Time with Alexandra Beneteau (B.F.A., M.A.)** Ages 4 – 6, April 23 – June 18
2. **Around the World with Art with Alexandra Beneteau (B.F.A., M.A.)** Ages 7 – 10, April 23 – June 18
3. **Famous Artists & Their Styles with Alexandra Beneteau (B.F.A., M.A.)** Ages 11 – 15, April 23 – June 18
4. **[AFTER SCHOOL] You Can Uke It! with Anthony Clayton (B.A. Hons., B.Ed., Orff)** Ages 8+, April 20 – June 8

Adults (16+)

5. **Expand your Horizons in Acrylics Level 2 with Helen Walter (B.A.A.)** April 19 – June 7
6. **Start Painting Now with Acrylics with Kathryn Christensen (B.F.A.)** April 19 – June 7
7. **Ukulele for Beginners with Anthony Clayton (B.A. Hons., B.Ed., Orff)** April 20 – June 15
8. **Beginning Guitar with Anthony Clayton (B.A. Hons., B.Ed., Orff)** April 20 – June 15
9. **Exploring Watercolours (Intermediate/Advanced) with Kathryn Christensen (B.F.A.)** Apr 20 - June 8
10. **Watercolours: Basics & Beyond with Kathryn Christensen (B.F.A.)** April 21 – June 9
11. **Wood Carving with Marlene Ash** April 25 – June 20

Kaleidoscope in the Schools (KITS)

KITS had very successful and exciting May programming. We were allowed back into the schools, much to the delight of the approximately 1881 children who enjoyed our programming. We had three incredible productions, and 10 performances across YRDSB and MonAvenir.

The first production was a mime show offering in both French and English by Trevor Copp called "The Carnival of Animals" that used the famous classical song of the same name by Camille Saint-Saëns to help bring the animals to life. The second production was also available to schools in French or English called "Kattam and his Tam-Tams" by Kattam Laraki-Cote that brought the students across Africa, the Middle East and India through rhythm, song and dance. The third production was The Fitzgeralds, a trio of siblings named Julie, Kerry and Tom, whose mind blowing fiddling techniques and Ottawa Valley stepdance moves shone a light onto music, dance and history that is unique to our country's Capital. The program was well received and included a workshop with the performing artists for grade 4 students at each school.

1.	**Le Carnaval des Animaux**	EEC St. Jean	May 4
2.	**The Carnival of Animals**	Regency Acres Public School	May 5
3.	**Kattam and his Tam Tams**	St. Thomas Aquinas CES	May 10
4.	**Kattam et ses Tam-Tams**	St. Joseph CES	May 11
5.	**Kattam and his Tam Tams**	Hartman PS	May 12
6.	**Kattam and his Tam Tams**	St. Bernadette CES	May 13
7.	**The Fitzgeralds**	Holy Spirit CES	May 24
8.	**The Fitzgeralds**	Our Lady of Grace CES	May 25
9.	**The Fitzgeralds**	St. Jerome CES	May 26
10.	**The Fitzgeralds**	Prince of Peace CES	May 27

Administration

- Confirmed funding through Central Counties Tourism from FedDev for COVID recovery in 2022
- We have shifted our payroll system from Ceridian to Wagepoint. Wagepoint is able to process our contractor payments and T4As, previously a manual process annually.

Payments to artists and instructors before the switch will still require a manual process for one more year. Paystubs and T4s are now automatically generated for staff.
- Staff held a strategic planning session to support Board work in June by completing a preliminary SWOT, PEST analysis. The team also identified our artistic ecology/partners in the region.

Human Resources
- Staff meet bi-weekly via Zoom to check in, build future ACC programming and support programming initiatives.
- Team members continue to work from home unless involved in the delivery of programs. Up to 30% of any department may be onsite at Town Hall.
- Please welcome our summer team: Joey Shapiro (they/them) as Summer Programs Supervisor, and our four (4) Arts Camp Senior Counsellors: Jessica Mascitelli (she/her), Julia Mobbs (she/her), Francesca Pasubio (she/her), and Emma Taylor (she/her).
- We continue to have members of the staff on leave. Matthew Knox has taken on supervision of our Facility Supervisors as an additional temporary role.
- Posting for the Artistic Outreach Coordinator and an additional Facility Supervisor is live on our website until June 17th.
- HR compensation program consultation has begun

Facilities
- Town Hall is open for in person programming.
  - Gallery in person DROP IN visits continue on Wednesday, Friday and Saturday form 10am – 3pm. Group sizes are no longer limited and patrons can stay as long as they wish. Visits are hosted by gallery staff in the gallery.
  - Education classes continue in Town Hall until the end of the Spring session. Weekday children's classes in Armoury June 2, 2022. New rooms at the Library in Aurora Town Square will not be available for us in July so we have rented the Aurora Armoury until August 5, 2022.

Board Activities
Facility Task Force: June 3
Finance & Audit Meeting: June 7
Fund Development Meeting: June 6
Governance & Nominating Committee Meetings: June 10
Board Candidate Interviews: May 19

Community Connections/Artistic Events
- Ontario Presents provincial presenting network bi-weekly meetings
- Monthly meeting with Director of Community Services
- Culture Days monthly planning session with Town and Cultural Partners

Respectfully Submitted by

Suzanne Haines
Executive Director

Aurora Cultural Centre
Board of Directors Post AGM meeting #5C
JUNE 15, 2022
ZOOM Meeting

Join Zoom Meeting
https://us02web.zoom.us/j/81171105207?pwd=VExPWnZMdTQ0MkVxcndFQ3g0d1FyQT09

Meeting ID: 811 7110 5207
Passcode: 684390

Find your local number: https://us02web.zoom.us/u/kdYGSorR2I

1	Election of Officers Nominations will be called for the positions of: • President • Vice President • Treasurer • Secretary **MOTION**: To elect [ ] as President, [ ] as Vice President, [ ] as Treasurer and [ ] as Secretary. Elected President will preside over the meeting	Suzanne Haines, ED
2	Welcome and Introductions	President
3	Committee membership Board members will be asked to choose at least one committee to join. Committee Chairs will be chosen at the first meeting of the committee. Finance & Audit Fund Development Governance & Nominating Outreach	President
4	Confirmation of the Signing Authority Current policy states that there is one to sign under $5,000 and two to sign >$5,000. Signing authority is assigned to the President, Treasurer and Executive Director **MOTION**: to confirm [President], [Treasurer], and Suzanne Haines as signing authorities for the Aurora Cultural Centre	President

6	Confirmation of next meeting • July 13, 2022 at 7pm via ZOOM	President
7	Adjourn **MOTION** to adjourn	

Aurora Cultural Centre

Aurora Cultural Centre
Board of Directors Post AGM meeting #5C
JUNE 15, 2022 @ 7:45pm
ZOOM Meeting

In attendance: Eric Acker, Edlene Antonio, Andrea Chan, John De Faveri, Laura Hostick, Sharon Kelly, Parisa Sabet
Recording Secretary: Suzanne Haines

1	Election of Officers Nominations will be called for the positions of: • President • Vice President • Treasurer • Secretary John De Faveri nominated Eric Acker in the role of President. Seconded by Laura Hostick Laura Hostick nominated John De Faveri in the role of Vice President. Seconded by Andrea Chan Andrea Chan nominated Laura Hostick in the role of Treasurer. Seconded by John De Faveri Sharon Kelly nominated Andrea Chan as Secretary. Seconded by Laura Hostick **MOTION**: To elect Eric Acker as President, John De Faveri as Vice President, Laura Hostick as Treasurer and Andrea Chan as Secretary. Moved by Parisa Sabet Seconded by Andrea Chan CARRIED Elected President will preside over the meeting	Suzanne Haines, ED
2	Welcome and Introductions	President
3	Committee membership Board members will be asked to choose at least one committee to join. Committee Chairs will be chosen at the first meeting of the committee.	President

	<u>Finance & Audit</u> Laura Hostick Damien Chan Eric Acker, Ex-officio <u>Development</u> John De Faveri Eric Acker, Ex-officio <u>Governance & Nominating</u> Parisa Sabet Andrea Chan Edlene Antonio Eric Acker, Ex-officio <u>Outreach</u> Sharon Kelly Roger Feng Anita Townsend Eric Acker, Ex-officio Mandana and Rachel were unable to attend the meeting. Staff will reach out to find out which committee they would like to join.	
4	Confirmation of the Signing Authority Current policy states that there is one to sign under $5,000 and two to sign >$5,000. Signing authority is assigned to the President, Treasurer and Executive Director **MOTION**: to confirm Eric Acker, [Treasurer], and Suzanne Haines as signing authorities for the Aurora Cultural Centre Moved by Sharon Kelly Seconded by Andrea Chan CARRIED	President
6	Confirmation of next meeting • July 13, 2022 at 7pm via ZOOM	President
7	New Business Executive Committee Would like to set an Executive Meeting in the next 10 days to talk about the 4-year budget creation.	

	Transition of roles Andrea will connect with Sharon to learn the role of secretary for the Board.	
7	Adjourn **MOTION** to adjourn Moved by Wendy Seconded by John CARRIED Adjourned at 8:35pm	

Signed,

Suzanne Haines, recording secretary