Aurora Cultural Centre

AGENDA

Board of Directors Meeting #7 2024

HYBRID (in person and virtual)
Aurora Town Hall Tannery Room
Wednesday September 18, 2024 @ 6:30pm

Click here to join the meeting
Meeting ID: 223 950 659 626
Passcode: Yd3QVN
Download Teams | Join on the web

Morry Patoka, Chair

1 (1 min)	Agenda **MOTION** to Approve the Agenda	Morry Patoka
2 (2 min)	Previous Minutes **MOTION** to approve the minutes for the Board meeting on July 17, 2024 as presented	Morry Patoka
3 (1 min)	**Statements of Conflict of Interest**	ALL
4 (60 min**)**	**Finance & Audit Committee** Report from the committee • Interim Statements to July 31, 2024 • ACC Budget 2025-2026 – to be approved • Q2 2024 Financial Report **MOTION** to Approve the unaudited interim financial statements for the 3 months ended June 30, 2024 (the Q2 Report) and to approve the filing of the Q2 Report with the Town of Aurora as per the Provision of Cultural Services Agreement. **MOTION** to Approve the Interim Financial Statements to July 31, 2024 **MOTION** to Approve the 2025-2026 Budget AND that 2025-2026 Budget Summary be sent to Town of Aurora. **MOTION** to Accept the Finance & Audit Committee Report	Michelle Lockie
5 (30 min)	**Governance & Nominating Committee** Report from the Committee	Edlene Antonio

	• Joint meeting of Executive and Governance & Nominating Committee ○ Community Partner Reserve Policy • Quarterly Risk Assessment • Bill S-279 • Imagine Canada reaccreditation • Recruitment to the Committee **MOTION** to Accept the Quarterly Risk Assessment as presented. **MOTION** to Accept the Governance & Nominating Committee Report	
6 (20 min)	**Executive Director Report** • September ED Report – reporting on July & August activity • Transitional Plan – Strategic Projects update • Q2 Compliance and Complaints Reports • Q2 Managerial Commentary **MOTION** to Receive the Q2 Compliance & Complaints Reports **MOTION** to Approve the Managerial Commentary for Q2 2024, AND that Q2 Commentary be sent to Town of Aurora, AND that Q2 Commentary be made available for public release. **MOTION** to Receive the Executive Director Report	Suzanne Haines
7 (10 min)	**Development Committee** Report from the Committee • 2024 Activity for Committee and Board **MOTION** to Accept the Development Committee Report	Morry Patoka
8 (10 min)	**Outreach Committee Report** Report from the committee **MOTION** to Accept the Outreach Committee Report	Anita Townsend
9 (10 min)	**Executive Committee Report** Report from the committee **MOTION** to Accept the Executive Committee Report	Morry Patoka
10	**New Business**	ALL

11	**Next Meeting** • October 16, 2024, 7 p.m. – Aurora Town Square Schoolhouse Meeting Room	
12	**MOTION** to Adjourn Meeting	ALL

Aurora Cultural Centre

Board Minutes
Board of Directors Meeting #7 2024
HYBRID (in person and virtual)
Aurora Town Hall Tannery Room
Wednesday September 18, 2024 @ 6:30pm

Morry Patoka - Chair

Attendance: Morry Patoka, (Chair**),** Councillor Harold Kim, Sharon Kelly, Michelle Lockie, Stephen Lusk, Mary Ann McConkey, Sharmilee Patel, Anita Townsend
Regrets: Edlene Antonio, John De Faveri, Phiona Durrant Mandana Gholami Mobarakabadi, Councillor Michael Thompson
Staff: Suzanne Haines (Executive Director)

1 (1 min)	Agenda **MOTION** to Approve the Agenda MOVED: Stephen Lusk 2nd by: Michelle Lockie CARRIED	Morry Patoka
2 (2 min)	Previous Minutes **MOTION** to approve the minutes for the Board meeting on July 17,2024 as presented. MOVED: Sharmilee Patel 2nd by: Mary Ann McConkey CARRIED	Morry Patoka
3 (1 min)	**Statements of Conflict of Interest** None	ALL
4 (60 min**)**	**Finance & Audit Committee** Report from the committee • Interim Statements to July 31, 2024 • ACC Budget 2025-2026 – to be approved • Q2 2024 Financial Report **MOTION** to Approve the unaudited interim financial statements for the 6 months ended June 30, 2024, (the Q2 Report) and to approve the filing of the Q2 Report with the Town of Aurora as per the Provision of Cultural Services Agreement. MOVED: Anita Townsend 2nd by: Sharmilee Patel CARRIED	Michelle Lockie

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6 (20 min)	**Executive Director Report** • September ED Report – reporting on July & August activity • Transitional Plan – Strategic Projects update • Q2 Compliance and Complaints Reports • Q2 Managerial Commentary **MOTION** to Receive the Q2 Compliance & Complaints Reports.	Suzanne Haines

	MOVED: Anita Townsend 2nd by: Michelle Lockie CARRIED **MOTION** to Approve the Managerial Commentary for Q2 2024, AND that Q2 Commentary be sent to Town of Aurora, AND that Q2 Commentary be made available for public release. MOVED: Stephen Lusk 2nd by: Michelle Lockie CARRIED **MOTION** to Receive the Executive Director Report. MOVED: Sharmilee Patel 2nd by: Mary Ann McConkey CARRIED	
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10	**New Business** None	ALL

11	**Next Meeting** • October 16, 2024, 7 p.m. – Aurora Town Square Schoolhouse Meeting Room	
12	**MOTION** to Adjourn Meeting. MOVED: Michelle Lockie 2nd by: Sharmilee Patel CARRIED Meeting Adjourned 8:32	

Submitted by: Anita Townsend
Secretary of the Board

A. Townsend

Aurora Cultural Centre

Board of Directors –September 2024
EXECUTIVE DIRECTOR'S UPDATE

July/August 2024

Special Events

Canada Day @ Lambert Willson Park

July 1, 2024

Summer camp staff were on-site at Lambert Willson Park within the Town of Aurora Canada Day festivities. They connected with the community about our summer camp programming while providing fun art activities for the kids!

Farmer's Markets & Fresh Food Markets

July 10, 2024: Richmond Hill Fresh Food Market
July 11, 2024: Newmarket Fresh Food Market
July 13, 2024: Aurora Farmer's Market
July 24, 2024: Aurora North Fresh Food Market
August 3, 2024: Bradford Farmer's Market
August 10, 2024: Aurora Framer's Market

Outreach Intern Finley Roberts, along with staff and volunteers, extended our reach this summer from the Aurora Farmer's Market, to farmer's and fresh food markets throughout York Region, including Richmond Hill, Newmarket and Bradford. These community hubs provide a wonderful opportunity to connect with the public about our concerts, camps, classes and volunteer opportunities available to Aurorans and others throughout York Region.

Aurora Cultural Centre staff connect with community at the Aurora Farmer's Market.

Stouffville 55+ Club

July 15, 2024

Another exciting new Outreach activity this summer was a visit to the Stouffville 55+ Club. During this visit, community members had the opportunity to learn about the diverse offerings of the Aurora Cultural Centre and discover ways to get involved as a volunteer or patron. We emphasized that residents don't have to travel to Toronto to experience high-quality performances, as we bring exceptional shows right here to our community. Additionally, we provided information on how to volunteer at our newly renovated space, fostering a deeper connection with the arts. We also shared details about our upcoming art exhibit, "Congruent by Definitions," and encouraged attendees to participate as contestants, further enriching their engagement with the Centre.

Market Brewing Bingo

July 4, 11, 18 and 25, 2024
Market Brewing Company

We teamed up with Market Brewing Company every Thursday in July from 7-9 PM. Every purchase of a bingo book contributed support to the Aurora Cultural Centre. Thank you Market Brewing Company for your collaboration with Aurora Cultural Centre and other charitable organizations each month! Fun for staff and bingo enthusiasts alike, with the bonus of giving back to local charities!

Performing Arts Programs

There were no live performances scheduled in July or August. Performing Arts staff were busy preparing for the launch of our 2024-25 Performing Arts Season beginning in September in the new Performing Arts spaces at the Aurora Cultural Centre, Aurora Town Square!

Upcoming Performing Arts Events

We were thrilled to announce our 2024-2025 season – "Up Close & Musical" – marking our 15th anniversary! Our inaugural Aurora Town Square season features a mix of familiar favourites and exciting new genres and artists.

July 11 at 11 am, all tickets and subscription sales went live! We're pleased to announce that almost all shows will now be reserved seating at Aurora Town Square. In the meantime, enjoy planning the upcoming year of concerts, events and family performances. Put together your own subscription of 3 shows or more, and receive a 15% discount.

Watch the launch video.

Gallery Programs

Early Bird Gets The Worm

Featuring Phuong Nguyen, Carrie Perreault, Joejene C. Santos, Jonah Strub, and David Trotter
In person: May 16 – August 10
Online: May 23 – August 30, 2024
Temporary Gallery Location: Aurora Town Hall, Second Floor
https://auroraculturalcentre.ca/early-bird-gets-the-worm/

Artist: David Trotter

Artist Talk + Leatherwork Demo with David Trotter

Exhibition Activation
Wednesday, July 10, 6:00 pm
Temporary Gallery Location: Aurora Town Hall, Second Floor
https://auroraculturalcentre.ca/event/david-trotter-talk/

Orono-based leather artist David Trotter discussed his research of Aurora's agricultural history, and how it has influenced the artworks he has exhibited in Early Bird Gets the Worm. Participants had the opportunity to try their own hand at leatherwork by making their own leather key chain charms to take home.

Artist David Trotter guided a young participant through his leatherwork demonstration

Fool's Gold

A pop-up installation by Laura Fedynyszyn
In person: June 11 – August 21, 2024
Location: Front Foyer, Aurora Family Leisure Complex
https://auroraculturalcentre.ca/fools-gold/

Fool's Gold at the Aurora Family Leisure Complex

Art Bytes

Art Bytes are an ongoing online series that accompanies our exhibitions and give viewers an opportunity to deepen their understanding about the art and artists. Art Bytes are available for viewing through our YouTube channel during and after gallery exhibitions.

Art Bytes can be found here: Gallery Art Bytes link

Art Byte Topic	Exhibition	Link
Artist Talk + Leatherwork Demo with David Trotter	Early Bird Gets the Worm	https://www.youtube.com/watch?v=BrIjcSxVcQ8

Upcoming Gallery Events

The Gallery program will move to Aurora Town Square in September with four exhibits opening on September 21, 2024. For full details on all Gallery exhibits and events, please visit www.auroraculturalcentre.ca/upcoming-exhibitions/

Fall Exhibitions Unveiling
September 21, 4 – 7 pm
Homeroom Galleries

Expressions of Critical Thought
Homeroom Galleries
September 21 – November 16, 2025
Carousel Collective

The Living Corridor
Lower Hall Gallery
September 21, 2024 – January 19, 2025
Annwin Arts & Joaquin Varela

This exhibit will include two talks with the artists:
September 21, 5:30 pm – Lower Hall Gallery
October 5, 11 am – 1pm – Artist Poet Gathering, Homeroom Galleries

Camp Retrospective: A Journey Through Young Artistry
Upper Hall Gallery
September 21 – October 13, 2024
Young artists from our 2024 Summer Camps

This exhibit will include a Summer Camp Reunion for summer camp artists and their families to celebrate the exhibit's opening:
September 21, 2 – 3pm

Future Grounds
Aurora Town Square (multi-site)
Oddside Arts

This exhibit will include an Artist Panel:
September 22, 2024 – 1pm – Brevik Hall

Education Programs

Summer Art Camps
Our popular summer camp programs had a busy season throughout July and August. Staffed with seven arts camp counsellors, each week was filled with a variety of arts projects and fun. Each week had its own theme to set the stage for creativity and exploration of new art topics. This year, week-long camps included both ½ and full day options for different ages groups in two locations: the Aurora Public Library and the NC Aurora Armoury. There was less demand for ½

day programs generally so we will be moving to two full day camps (one per age group) in 2025.

https://auroraculturalcentre.ca/summer-camps/

Program	Dates	Age	Enrollment
The Wonderful World of Nature and Animals (1/2 day)	July 2 – 5*	4 - 6	17
The Wonderful World of Nature and Animals (full day)	July 2 – 5*	4 - 6	9
The Wonderful World of Nature and Animals (1/2 day)	July 2 – 5*	7 - 12	11
Artistic Imaginations (1/2 day)	July 8 - 12	4 - 6	16
Artistic Imaginations (full day)	July 8 - 12	4 - 6	5
Artistic Imaginations (1/2 day)	July 8 - 12	7 - 12	24
Art & Science Fusion (1/2 day)	July 15 - 19	4 - 6	13
Art & Science Fusion (full day)	July 15 - 19	4 - 6	15
Art & Science Fusion (1/2 day)	July 15 - 19	7 - 12	9
Eco-Art (1/2 day)	July 22 - 26	4 - 6	5
Eco-Art (full day)	July 22 - 26	4 - 6	7
Eco-Art (1/2 day)	July 22 - 26	7 - 12	5
Art Around the Globe (1/2 day)	July 29 – Aug 2	4 - 6	5
Art Around the Globe (full day)	July 29 – Aug 2	4 - 6	7
Art Around the Globe (1/2 day)	July 29 – Aug 2	7 - 12	11
Art Through the Ages (1/2 day)	Aug 6 – 9*	4 - 6	6
Art Through the Ages (1/2 day)	Aug 6 – 9*	7 - 12	10
Art Through the Ages (full day)	Aug 6 – 9*	7 - 12	9
Visual Art & Music Harmony (1/2 day)	Aug 12 - 16	4 - 6	10
Visual Art & Music Harmony (1/2 day)	Aug 12 - 16	7 - 12	5
Visual Art & Music Harmony (full day)	Aug 12 - 16	7 - 12	24
Famous Artists & Their Styles (1/2 day)	Aug 19 - 23	4 - 6	11
Famous Artists & Their Styles (1/2 day)	Aug 19 - 23	7 - 12	5
Famous Artists & Their Styles (full day)	Aug 19 - 23	7 - 12	7
Now Streaming: Animation! (1/2 day)	Aug 26 - 30	4 - 6	4
Now Streaming: Animation! (1/2 day)	Aug 26 - 30	7 - 12	4
Now Streaming: Animation! (full day)	Aug 26 - 30	7 - 12	18

**short week due to statutory holiday*

Kaleidoscope in the Schools (KITS)

The KITS 2024-2025 season has been launched with registrations and preparations well underway. Each production offered has its own voice and vision for performing arts excellence with young audiences within the overall programming ethos of voices from Black, Indigenous, and racialized communities, with French and English offerings across several performing arts disciplines. Performances for this season will begin in February 2025.

School principals make their show selections through our website:
https://auroraculturalcentre.ca/kaleidoscope-in-the-schools/

Administration

- Temporary Amending Agreement was signed by all parties on August 28th.
- Applied for Queens Masters of Arts Leadership - Practicum for Jan - April 2025

Human Resources

- 36 volunteers were onboarded the week of September 9 for Aurora Town Square; thanks to the summer recruitment efforts of the Outreach Committee, Outreach Intern and Audience Services Manager. The total number of interested volunteers were unable to attend one of the 4 onboarding sessions at this time. We will work to bring them on over the fall.
- We onboarded one Front of House Manager, Laura Beaton. We invited Town Staff to attend the training session to learn the role of a Front of House Manager in Aurora Town Square. In attendance were John Firman (Manager, Business Services), Phil Rose (Manager, Cultural Services), Alannah Saunders (Customer Service Supervisor), Khadija Saburi (Customer Service Representative), Madison Kerr-Taylor (Customer Service Representative), Michelle Johnston (Museum Collections & Exhibitions Coordinator), Nichole Campsall (Cultural Development Coordinator), Shelley Ware (Supervisor, Recreation - Special Events).
- We recruited 4 part time technicians to support our production services. Please welcome Hussein Esmail, Matthew Hunter, Jonny Juffs and Erwin Lau. We are still building the roster of technicians and will continue with a posting for experienced audio and lighting technicians.
- Claire Acott resigned her position to take another role. We are recruiting for an Audience Services Manager. Posting closed on September 13th but we are assessing candidates and interviewing as applications are received.
- Shikha Chowhan resigned her position on September 3rd and left on September 11. We are recruiting for a Marketing Assistant. Posting closes on September 26th

Facilities

- Occupancy at Aurora Town Hall ended on August 28th and started at Aurora Town Square on August 29th.
- Galleries closed on August 10th in preparation for our move.
- Office/Town Hall move was planned for August 12th but moved to August 29th.
- Production equipment moved from Apple Suites Storage to Aurora Town Square on August 20th
- New office furniture was installed into ACC offices at August Town Square on August 28th. It is not complete as the vendor is missing parts. We are hoping it will be completed the week of September 16
- Move from Town Hall occurred on August 29th. As the passenger elevator was not in service and the Art Activity Room was not yet vacated, cleaned or painted by the general contractor, the items to be stored in that room were temporarily places in the Dance Studio and Visual Arts Studio
- IT installation occurred on August 30th for those items built. It continues as furniture and equipment becomes available.
- Additional ACC furniture and equipment was moved from Town storage to Aurora Town Square on September 10th.

Aurora Town Square

- We had our first onboarding of rental room scenarios for the Aurora Town Square Performance Hall for Town staff on August 7th. This is a training document that outlines the collection of possible events that Town bookings may be dealing with to help with understanding of the personnel and resources needed for each scenario. A subsequent meeting will be scheduled to review the Brevik Hall scenarios. The resource was shared

with Town staff in June. Town staff confirmed that while this is a training document, ACC staff will still be an integral part of the booking process to determine quotes for clients.

- With only one week between completion of the performance hall and the opening, we have engaged a production contractor to support the setup and preparation of the venue over the next several months. This temporary contractor will support the Production Manager by sorting, organizing, labelling, and preparing all of the production gear installed and stored for use in the Performance Hall and Brevik Hall. It is part of the fit up of the new space that will be charged to the production load in of Aurora Town Square.
- We continue to give tours to donors, sponsors, and Board members as requested/needed. Please let us know if you would like a personal tour.
- Brevik Hall audio and lighting equipment is installed. Acoustic tiles are still coming.
- Town is organizing commissioning of equipment in the Performance Hall with the vendors with our team invited
- We were invited to provide input into the Fire Safety plan for Aurora Town Square as we are responsible for part of the plan and the consultants need industry specific knowledge of how the venue will be staffed and facilitated for the public in the event of an emergency. We are waiting for the consultant working on this project for the Town to connect with us.
- We have direct access to ActiveNet to view the registrations of our education programs instead of having to use scheduled reports. This is beneficial because we had to request information every time we needed to understand enrollment to make marketing decisions.
- Collaboration with the Town Customer Service on Red 61 is very positive. We are assessing the reporting opportunities through the program to ensure we can still do the audience development and advance marketing needed for success of our events. Smart phones to scan QR codes will be used in conjunction for loading in the house with patrons. The phones will be stored in the booth and distributed to Front of House Managers by technicians scheduled.

Board Activities

Development Committee Meeting: September 5
Executive Committee Meeting: August 22
Finance & Audit Committee Meetings: August 22, September 12
Governance & Nominating Committee Meeting: September 10
Joint Executive Committee/Governance Committee Meeting: August 22
New Board Member Orientation: August 28
Outreach Committee Meeting: September 9

Community Connections/Artistic Events

- Monthly meeting with Director of Community Services
- Cultural Partners monthly meeting
- Koerner Hall 15th anniversary, RCM season launch and intro to new CEO – September 4
- Ecosystem Partner Presentation (to the Town of Aurora Economic Development Committee Board & Action Teams) – September 17
- Community Tourism Plan - Session 1 – September 18

Respectfully Submitted by

Suzanne Haines

Executive Director