



AGENDA
Board of Directors Meeting #1 2025
HYBRID (in person and virtual)
School House Meeting Room
Wednesday January 15, 2025 @ 7pm

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 223 950 659 626

Passcode: Yd3QVN

[Download Teams](#) | [Join on the web](#)

Mary Ann McConkey, Chair

1 (1 min)	Agenda MOTION to Approve the Agenda	Mary Ann McConkey
2 (2 min)	Previous Minutes MOTION to approve the minutes for the Board meetings on December 18, 2024 as presented	Mary Ann McConkey
3 (1 min)	Statements of Conflict of Interest	ALL
4 (30 min)	Presentation on Performing Arts Programming	Derek Andrews
5 (10 min)	Executive Director Report Monthly Report – reporting on December activity MOTION to Receive the Executive Director’s Report	Suzanne Haines
6 (10 min)	Finance & Audit Committee Report from the committee Interim Financial Statement to November 30, 2024 MOTION to Approve the Interim Financial Statements to November 30, 2024 MOTION to Accept the Finance & Audit Committee Report	Michelle Lockie
7 (20 min)	Governance & Nominating Committee Report from the Committee - G4, 5, 8, 10, 17 – presented with changes - G6 and G18 – reviewed without changes - Terms of Reference – presented with changes - Imagine Canada re-accreditation update	Edlene Antonio

	MOTION to approve the following updated policies as presented: • G4. Communications Policy • G5. Complaints Policy and Procedure • G8. Code of Conduct Policy • G10. Privacy Policy • G17. Executive Director Authority and Succession Policy MOTION to acknowledge that the following policies were reviewed with no changes recommended: • G6. Board Self Review Policy • G18. Code of Ethics MOTION to approve the updated Terms of Reference for the Governance & Nominating Committee MOTION to Accept the Governance & Nominating Committee Report	
8 (10 min)	Outreach Committee Report Report from the committee MOTION to Accept the Outreach Committee Report	Anita Townsend
9 (10 min)	Development Committee Report from the Committee • 2024 YTD report • 2025 Activity for Committee and Board MOTION to Accept the Development Committee Report	Mary Ann McConkey
10 (15 min)	Executive Committee Update on Executive Director's Performance Evaluation and 2025 goals (IN CAMERA) MOTION to move in camera MOTION to Accept the Executive Committee Report	Mary Ann McConkey
11	New Business	ALL
12	Next Meeting • February 19, 2025 at 7pm	
13	MOTION to Adjourn Meeting	ALL



MINUTES
Board of Directors Meeting #1 2025
HYBRID (in person and virtual)
School House Meeting Room
Wednesday January 15, 2025 @ 7pm

Chair: Mary Ann McConkey

Present: Mary Ann McConkey (Chair), Edlene Antonio, Sharon Kelly, Michelle Lockie, Stephen Lusk, Morry Patoka, Anita Townsend,

Regrets: Phiona Durrant, Councillor John Gallo, Mandana Gholami Mobarakadadi, Councillor Ron Weese

Staff: Suzanne Haines (Executive Director), Derrick Andrews (Performing Arts Manager)

1 (1 min)	Agenda MOTION to Approve the Agenda Moved: Morry Patoka 2 nd : Edlene Antonio CARRIED	Mary Ann McConkey
2 (2 min)	Previous Minutes MOTION to approve the minutes for the Board meetings on December 18, 2024 as presented Moved: Anita Townsend 2 nd : Edlene Antonio CARRIED	Mary Ann McConkey
3 (1 min)	Statements of Conflict of Interest	ALL
4 (30 min)	Presentation on Performing Arts Programming - Derek provided an overview of previous shows in this season and highlighted the upcoming shows for the remainder of the season. - There are 27 shows in total for this performance season with 19 remaining. - At the Janaury 17 and January 25 performances there will be activites to recognize and celebrate the 15 Anniversary of the Aurora Cultural Centre. - Another brochure will be available, updating information for the remaining shows from February to June.	Derek Andrews

5 (10 min)	Executive Director Report Monthly Report – reporting on December activity MOTION to Receive the Executive Director’s Report Moved: Michelle Lockie 2nd : Edlene Antonio CARRIED	Suzanne Haines
6 (10 min)	Finance & Audit Committee Report from the committee Interim Financial Statement to November 30, 2024 MOTION to Approve the Interim Financial Statements to November 30, 2024 Moved: Morry Patoka 2nd Steve Lusk CARRIED MOTION to Accept the Finance & Audit Committee Report Moved: Morry Patoka 2nd Sharon Kelly CARRIED	Michelle Lockie
7 (20 min)	Governance & Nominating Committee Report from the Committee - G4, 5, 8, 10, 17 – presented with changes - G6 and G18 – reviewed without changes - Terms of Reference – presented with changes - Imagine Canada re-accreditation update MOTION to approve the following updated policies as presented: - G4. Communications Policy - G5. Complaints Policy and Procedure - G8. Code of Conduct Policy - G10. Privacy Policy - G17. Executive Director Authority and Succession Policy Moved: Edlene Antonio 2nd : Michelle Lockie CARRIED MOTION to acknowledge that the following policies were reviewed with no changes recommended: - G6. Board Self Review Policy - G18. Code of Ethics	Edlene Antonio

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10 (15 min)	Executive Committee Update on Executive Director's Performance Evaluation and 2025 goals (IN CAMERA) MOTION to move in camera Moved: Sharon 2nd Michelle Lockie CARRIED	Mary Ann McConkey
11	New Business	ALL

	MOTION - to name the C7 Yamaha Piano in Honour of Bonnie and Norbert Kraft, calling it the 'Kraft Concert Piano' Moved: Sharon Kelly 2nd : Morry Patoka CARRIED	
12	Next Meeting February 19, 2025 at 7pm	
13	MOTION to Adjourn Meeting Moved: Sharon Kelly 2nd : Morry Patoka CARRIED Adjourned at 9:30	ALL

Minutes Submitted by: Anita Townsend - Secretary to the Board

Anita Townsend

December 2024

Special Events

Christmas Markets

December 6, 2024

Aurora Town Square

A dream team of volunteers engaged with the public, chatted about our programming, handed out candy canes, encouraged entries into our Snowman Kit contest and more, at this outreach activity at Aurora Town Square's inaugural Christmas market. (This was the second of two dates in which we participated in the market).



Volunteers chat with visitors to Aurora Town Square during the Christmas market.

Aurora Chamber Visit

December 5, 2024

Suzanne Haines was delighted to welcome our partners from the Aurora Chamber for a tour of the beautiful Aurora Town Square arts hub.



Members of the Aurora Chamber take in the Davide De Simone Performance Hall.

Giving Tuesday

December 3, 2024

Thank you to Board members who pitched in to lend a personal voice to this year's Giving Tuesday campaign. Donations generated for Giving Tuesday support transformative programs like Kaleidoscope in the Schools, our Concert Series', and wonderful Gallery Exhibitions. This year, donations were doubled with the support of our matching donors.

Performing Arts Programs

Fireside Munsch: A Merry Munsch-mas!

December 7, 2024 at 2:00 pm

Aurora Town Square Brevik Hall

Attendance: 136 (sold out)

<https://auroraculturalcentre.ca/event/2024-25-fireside-munsch/>

M. John Kennedy's high-energy, sold-out performance of **Fireside Munsch: A Merry Munsch-mas** featured four of Robert Munsch's classic stories (*I Have to Go*, *Thomas' Snowsuit*, *Finding Christmas*, and *Sounds Like Christmas*) performed as one wacky storytelling play. These beloved Canadian classic stories offer plenty of laughter and a familiar warmth to ring in the holiday season, for both children and children-at-heart!



A young patron shares their new Robert Munsch book!

Laila Biali with Jane Bunnett

December 14, 2024 at 7:30pm

Aurora Town Square Performance Hall

Attendance: 223 (sold out)

<https://auroraculturalcentre.ca/event/2024-25-laila-biali/>

Laila Biali returned to the Centre for a sold out show of beloved seasonal classics and winter-inspired originals that were at once familiar and fresh. Joining Biali (piano, vocals) on stage was her trio, George Koller (bass) and Ben Wittman (drums), and special guest GRAMMY nominee and multi JUNO winner Jane Bunnett (soprano sax, flute). Rounding out the lineup were three members of the Venuti String Quartet – Rebekah Wolkstein (violin), Shannon Knights (viola), Amahl Arulanandam (cello), along with a guest appearance by Andrea Nann (Dreamwalker Dance Company).



Laila Biali and Jane Bunnett

Laila Biali has toured with Chris Botti, Paula Cole, Suzanne Vega and Sting. She has headlined festivals and venues spanning five continents, including the venerable Carnegie Hall. Her accolades include a 2019 JUNO win for Vocal Jazz Album of the

Year, first prize in the 2018 Canadian Songwriting Competition (Jazz), and SOCAN Composer of the Year and Keyboardist of the Year at Canada's National Jazz Awards. In September of 2017, Laila was brought on as host for CBC Music's national radio show, Saturday Night Jazz.

Upcoming Performing Arts Events

Campbell, Fagan, Park Trio

January 17, 2025 at 7:30 pm

Aurora Town Square Performance Hall

<https://auroraculturalcentre.ca/event/2024-25-campbell-fagan-park-trio/>

John Sheard's Salute to The Beatles + Quisha Wint & Paul Neufeld

January 25, 2025 at 7:30pm

Aurora Town Square Performance Hall

<https://auroraculturalcentre.ca/event/john-sheard-salute-to-the-beatles/>

Gallery Programs

Future Grounds

In partnership with Oddside Arts

Supported by the Town of Aurora

In person Beginning September 21, 2024 – December 15, 2024

Aurora Town Square (multiple sites) and digitally on the Artivive app

<https://auroraculturalcentre.ca/future-grounds/>

The Living Corridor

A temporary mural by Annwin Arts and Joaquin Varela

In person: September 21 – January 19, 2025

Lower Hall Gallery

<https://auroraculturalcentre.ca/lower-hall-mural/>

Congruent (by definitions)

In person: October 24, 2024 – January 26, 2025

Location: Great Hall Gallery

<https://auroraculturalcentre.ca/congruent-by-definitions/>



Congruent (by definitions)

Seven Masters: THE GCAC Permanent Collection

In person: November 28, 2024 – January 26, 2025

Location: Homeroom Galleries

<https://auroraculturalcentre.ca/seven-masters/>

Fall Open Studio

Weekly on Wednesdays from October 9, 2024 through December 18, 2024

10am – 4 pm

Art Activity Room

<https://auroraculturalcentre.ca/events-for-artists/>

YAR Muddle Mural Meet-Up

December 3, 2024

3 pm – 5 pm

Art Activity Room

<https://auroraculturalcentre.ca/event/muddle-mural/>

Two Exhibition Walk & Talks

December 7, 2024

3:15 pm – 5 pm

Homeroom Galleries & Great Hall Gallery

<https://auroraculturalcentre.ca/event/dec-7-walk-n-talk/>

Youth Open Studio + Critique

December 17, 2024

3 pm – 5 pm

Art Activity Room

<https://auroraculturalcentre.ca/event/youth-open-studio/>

Screening: Helen Lucas ... Her Journey – Our Journey

December 17, 2024

7:00 pm

Brevik Hall

<https://auroraculturalcentre.ca/event/screening-helen-lucas/>



Helen Lucas ... Her Journey – Our Journey

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](#)

One new Art Byte was added in December: Congruent (by definitions) – Voiced by the Artists

Art Byte Topic	Exhibition	Link
Congruent (by definitions) - Voiced by the Artists	Congruent (by definitions)	https://www.youtube.com/watch?v=TBJMBQNjpy4&list=PLm2UcSbw79AnUmsFQYUd_cQ5m9GGQleHn&index=72

Upcoming Gallery Events

Youth Muddle Mural Meet-Up

January 7, 2025

3pm – 5 pm

Art Activity Room

<https://auroraculturalcentre.ca/event/muddle-mural/>

Last Look: The Living Corridor

January 17, 2025

8:30 am – 5 pm

Lower Hall Gallery

<https://auroraculturalcentre.ca/event/living-corridor-last-look/>

Youth Underground Gallery Curation Day

January 17, 2025

3pm – 6 pm

Art Activity Room

<https://auroraculturalcentre.ca/event/underground-gallery/>

Youth Open Studio + Critique

January 28, 2025

3pm – 5pm

Art Activity Room

<https://auroraculturalcentre.ca/event/youth-open-studio/>

Education Programs

Term Classes, Workshops and Short Courses

December saw the wrap-up of a busy fall education term, including classes, workshops and PA Day programs. The Education Team was focused on launching the winter offering, which includes over forty programs being offered so far to children, youth and adults. Our commitment to providing a vibrant and inclusive learning environment is evident in the range of classes offered and the positive feedback received from participants

To see current educational offerings please visit: <https://auroraculturalcentre.ca/adult-classes/> or <https://auroraculturalcentre.ca/childrens-classes/>

Administration

- New Sponsor and donor tours continue with the Development team
- Applied for Canada Summer Jobs, Ontario Summer Experience Program, and Young Canada Works for summer staff.
- I will be recording our land acknowledgement and photography/video policy for recording for pre-show that will play as the house lights come down in response to comments that in person pre-show talks are too long. We will continue to have introductions and development messages shared as per our agreements with sponsors and to meet the needs of campaigns.

Human Resources

- Please welcome Shelagh Hughes-Carlini as a new part-time Front of House Manager.
- Melanie Ryan, Finance Associate has given her notice to leave the organization on March 7th. Jessica Falcioni, Education Coordinator, gave her notice to leave the organization as of December 9th. We are recruiting for roles to replace the tasks of both of these team members.
- We will be offering de-escalation training in Q1 to our frontline staff as a measure to support public engagement. We are hoping to be able to extend this training (at cost) to Town CSR staff who were unable to attend the Town's training last year.
- We are recruiting for a new Education Assistant (PT) – applications closed, Finance Associate (FT), and KITS Producer (Contract role). Please see our website to view requirements and pass along to potential candidates. <https://auroraculturalcentre.ca/work-with-us/>

Facilities/Aurora Town Square

- We continue to refine the process for receiving revenues and recoveries with Town Staff.
- Town Collaborative Programming Team meetings are starting again this month with agendas to work with APL and Town teams on special events and identify synergies in programming that benefit partners.
- We have a review of the ATS booking process, CSR box office process, and ATS Operational Policy this month. Operational policy was created by ACC team members in March 2024 in preparation for opening. The volume of activity pushed the review of this document and we have learned a lot in the first 4 months of operations that hone and benefit this communication tool. This is the start of implementing the requirements for all users so we can standardize access and rules in the venue.
- People counters are to be installed in the ATS venue main entrances this month.

Upcoming Board Activities

Outreach Committee Meeting: January 6

Development Committee Meeting: January 9

Finance & Audit Committee Meeting: January 9

Governance & Nominating Committee Meeting: January 13

Board Meeting: January 15

Community Connections/Artistic Events

- Monthly meeting with Director of Community Services
- Aurora Arts, Culture and Heritage Network monthly meeting
- Ron Ross concert at Hugh's Room December 28
- Meeting with Humber College on January 15th
- Meeting with Canada's Music Incubator on January 17th

Respectfully Submitted by

Suzanne Haines
Executive Director