



## Directors Meeting Minutes

Date Monday Mar 10th 2014 - 7 p.m.

Venue – Meeting Room 2, Innisfil Town Hall

### Attendance:

Name	Present	Regrets
JD - Jane Dewar		X
ES - Erin Scuccimarri	X	
SS - Sam Stephen	X	
KW – Karen Wild	X	
BE – Beth Evans	X	
AS – Aleigha Shurman		X
KS – Kathy Simpson	X	
CD – Crystal Daniel		X
CW – Colin Wilson	X	
RB – Rebecca Breedon	X	

### GUEST SPEAKERS

BE Welcomed Tammy Botham, Supervisor Programs and Facilities and Jodi Longman, Programs Coordinator, from the Town on Innisfil.

Tammy and Jodi briefed group on previous arrangement with Maclaren Art Gallery and expressed desire to work with the IACHC.

Jodi shared Recreation Program Proposal Form and How to Become a Recreation Contract Instructor leaflet. Instructors could work through IACHC or directly with town, discussion points included:

- IACHC Logo on all member Tutor led programs
- Member info sessions on how to become a Tutor
- 4 Guides per year Fall, Winter, Spring/Summer, Re-Print Summer only (deadlines)
- Town reviews all Programs

Agreement that IACHC and Parks and Rec have synergy in the area of classes and need to develop a working relationship.

**Action:** Jodi to share critical dates via KW, IACHC and Parks and Rec relationship to be added to the April Directors meeting Agenda.

1. **WELCOME BY CHAIR - BE**

Quorum confirmed

Meeting opened at 7.13pm

2. **MINUTES OF PREVIOUS MEETING**

**Motion to accept the minutes of February 10th 2014, Board Meeting (ES)  
/ Seconded (KW) Carried**

3. **MATTERS ARISING**

AS has not requested a leave of absence and is responding to emails

**Outstanding Action:** SS to request meeting with Howard and Ruth to discuss wording – KW to be included in discussion

4. **TREASURERS REPORT**

No report Submitted

ES Confirmed the RBC Account balance at \$4,213.50

**Action:** Directors with outstanding membership fees (everyone except, CD, KW and CW), to make immediate payment via paypal.

5. **STANDING COMMITTEE REPORTS**

**EVENTS AND ACTIVITIES – KW**

KW reported that plans for 2014 events are underway:

**Summerfest** – awaiting response from Ice Corp – AS liaising

**Culture Days** – no decision yet need to follow up on registration date

**Art Show** – idea to find/use an empty space, call for art, juried show led by IACHC lasting 1week-1month – further discussion needed with a target date of spring 2015

**-STUDIO TOUR – BE**

Current committee consists of BE and Sydney Hardie – More volunteers needed, applications are coming through with some new artists showing interest, Sydney has volunteered to design the brochure FOC

**-STUDIO YOUTH TOUR- JD**

No report – Update deferred to April – expected call for art in April as discussed after 2013 event

**-DINNER IN WHITE- KS/KW**

Planning on-going

## **MEMBERSHIP – CW**

Discrepancy in numbers, 2014 paid up members 9, 2013 members 53 with fees expected by AGM.

**Action:** Communications to send out mailer re fees

## **COMMUNICATIONS – ES**

Brochure shared, with text corrections marked and agreed, final pdf to be shared by BE printing ready for AGM

**Motion to accept design and move forward with word corrections and as agreed and printing (KW) / Seconded (CW) Carried**

## **GRANTS AND FUNDING – CD**

No report

## **NOMINATING COMMITTEE – CD**

No Report

Discussion around election of Executive, general agreement that this should happen at the end of the formal part of the AGM with results announced the same day. ES and RB volunteered to act as adjudicators if required.

**Action:** Nomination Committee to provide direction

## **6. ANY OTHER BUSINESS**

- **Operational Plan** – CW to organise meeting with new board, Agenda item for April Directors meeting.
- **County Cultural Strategic Plan** – RB confirmed that the plan developed following community sessions (IACHC had representation from JD, ES, KS, RB and SS) is believed to be ready for release following the next County Council Meeting – RB will share when available.
- **AGM**
  - RB confirmed she would be happy to act as Secretary for AGM
  - KS confirmed she is taking care of refreshments, if Directors would like to provide snacks – please liaise with KS
  - Proxy Form approved as per Membership above.
  - Format to be same as December Meeting with Standing Committee Chairs reporting on their areas of responsibility – Speaking notes to be pre-approved, and loaded onto one laptop with 2-3 slides per committee.

**Action:** Chairs to provide notes/slides to Communications – ES by March 28<sup>th</sup> to allow approval.

**Action:** SS to prepare Agenda and send to all for approval

**Action:** SS to invite Heritage Council to AGM and share details with Cookstown Chamber

**Action:** KS to invite local businesses/potential members to AGM, CW to provide letter to communications for approval and then to KS for use.

- **Library Seat**

**Motion to invite library to take an advisory seat on the Board for the period of 1yr – effective from AGM 2014 to AGM 2015 (SS) / Seconded (BE)**

ES Abstained from voting

**Action:** SS to send invitation letter to Library via ES requesting Library to nominate their representative.

**7. DATE AND LOCATION OF NEXT MEETING**

**AGM – Monday April 7<sup>th</sup>, South Simcoe Theatre, Cookstown, 6.30pm for 7pm start**

Directors – Monday April 14<sup>th</sup>, Meeting Room 2, Town Hall, 7pm

**8. MEETING CLOSE**

BE Closed the meeting 8.47pm