



Directors Meeting Minutes

Date Monday May 12th 2014 – 7 p.m.

Venue – Meeting Room 2, Innisfil Town Hall

Attendance:

Name	Present	Regrets
BE – Beth Evans	X	
KS – Kathy Simpson	X	
CD – Crystal Daniel	X	
SS – Sam Stephen	X	
JD - Jane Dewar	X	
KW – Karen Wild	X	
AS – Aleigha Schurman	X	
CW – Colin Wilson	X	
SH – Sydney Hardie	X	
SB – Susan Baues		X
RB – Rebecca Breedon		X

1. WELCOME BY CHAIR - BE

Happy Birthday to BE, SS, CW and SH – Thank you to KS for the delicious cake.

2. MINUTES OF PREVIOUS MEETING

Motion to accept the minutes of April 14th 2014, Board Meeting (CD) / Seconded (KS) Carried

3. MATTERS ARISING

Motion to accept CW as Chair of Grants and Funding Standing Committee and SS as Chair of Membership Standing Committee (JD) / Seconded (SH) Carried

Request to discuss By-Law Changes has been superseded with need to amend in line with Provincial Laws, Executive have met to discuss the same, SS will attach second document from BE for Board review with these minutes.

Action: Executive will continue to work through this task with results presented to Board for approval ahead of Membership being presented same
 – Target September Members meeting. BE to file Letters of Patent by end of
 – June .

Operational Plan document needs to be driven by our strategy. Agreed

to hold a strategy meeting on Wednesday 28th 6pm – 9pm

Action: SS to find a venue, SS to share notes from 2012 Strategy meeting, CW to facilitate the meeting and summarise strategic intent, BE and CW to translate intent into operational plan.

Discussion around lack of Standing Committee Meeting Minutes, Absent Director report form should be used when a Director is not able to attend a meeting, meeting template to be used to record actions, discussions of Standing Committee's.

Action: SS to create a meeting template and send with minutes.

4. **TREASURERS REPORT**

CD reported as follows:

IACHC Bank Balance - \$3737.54

Innisfil Studio Tour Bank Balance - \$1615.07

Chq's in hand:

Membership – Celebrate Lake Simcoe - \$30

Mary Jane Brinkos - \$15

Innisfil Celtic Festival - \$30

DIW Sponsorship – Innisfil Hydro - \$250

Studio Tour – Pinnacle Creative Services - \$150

Menon Martin - \$175

Brenda Wauchope - \$150

Herber Ellsner Shoes - \$175

Juanita Willcox \$175

CD looking for auditors – Directors asked to pass any contacts to CD for follow up.

Tents have not yet been purchased – confusion over cost believed to be \$300, minutes from Oct 2013 state \$185.

Action: SS to revisit minutes and confirm

Recording time and expenses of Directors for use in Grant applications will now happen at the monthly Board Meetings and will be collected and maintained by CD.

5. **STANDING COMMITTEE REPORTS**

EVENTS AND ACTIVITIES – KW

Summerfest – AS will continue to liaise – IACHC presence this year with plan to be more involved in 2015

Innisfil's Got Talent – AS and SH formally introduced and will discuss possibility of collaboration.

-STUDIO TOUR - BE

BE had a meeting with SH, Amanda Dunn and Cheryl Ratte, Amanda shared

info but will not be part of committee, Cheryl is assisting with advertising help. 10 Artists confirmed so far, with new applications coming in. No sponsorship packages for the studio tour – brochure advertising only.

-STUDIO YOUTH TOUR - JD

Meeting date May 26th 3.30pm at Nantyr Shores. Mr Berbaridi has agreed that artworks can be collected at the school. Call out before school year end so that students can work on pieces over the summer. Knock School to be used again if available, entrance fee \$15 or free of charge for IACHC members, Ages 13-19. JD shared draft poster, contact info to be amended to info@iachc.com and to go through Communications for branding. Student Council element to be removed until we have a plan – call for members to discuss way forward with youth council (round table meeting) at June members meeting.

Action: SS to book Knock School, and confirm with JD and Communications, JD to share school contacts.

-DINNER IN WHITE- KW

Discussion around cash flow and need for more sponsors – all sponsor ideas to be sent to KW, Board confirmed support as table liaisons.

MEMBERSHIP – SS

Action: Grants and Funding and Membership to Present IACHC Sponsorship Packages at July Board Meeting

Action: Define Criteria for Honorary Member Status – July Board Meeting

Action: Define Strategic Partner definition/benefits to include website links etc – July Board Meeting

COMMUNICATIONS – SH

Working on Studio Tour Brochure

Face Book now at 126 – keep asking your contacts to like the page

Linked in Group at + 30

Twitter at +30

IACHC Brochures are out in various locations

Working on the website

GRANTS AND FUNDING – CW

Action: Grants and Funding and Membership to Present IACHC Sponsorship Packages at July Board Meeting

Not able to apply for grants until returns are filed.

NOMINATING COMMITTEE – CD

Nothing to report

6. ANY OTHER BUSINESS

Innisfil Celtic Festival

SS shared offer by the Celtic Festival to allow IACHC to manage a crafters corner, with IACHC members being offered a preferred rate of \$40 when booked through IACHC, discussion around name and request to call it a Culture Hub – AS to lead, booking cut off August 13th 2014.

Motion to accept the Offer or organizing a Culture Hub for our members to display and sell their wares at the Innisfil Celtic Festival (BE)

Seconded (AS) Carried

*SS Abstained declaring conflict of interest

Action: Announce at June Members Meeting

Team D-Day Polo Shirts will be delivered in the next two weeks, KW and KS to be on-hand to present, Communications to assist with PR opportunity.

Voting by Email discussion around process and procedure:

1. Bullet Pointed overview of the reason for the email vote including costs if applicable
2. The actual Motion including actual or amount not to exceed if applicable
3. Responses should be sent to all as follows:
 - Yes
 - No
 - Abstain with reason (need more info, clarification on a point)
4. Where 6 x Yes are received the Motion will be deemed as passed and minuted in the next Board Meeting minutes

If the responses are No's and abstentions, the proposer may provide more details and resubmit the motion for an email vote as a new email chain.

Motion to accept email voting using the above procedure (KW) /

Seconded (JD) Carried

Banking

Action: SS to provide a letter to CD to add KS as a signatory

Parks and Rec Relationship

IACHC to promote the parks and rec programs to it's members inviting those interested in running classes to contact Parks and Rec Directly.

Action: KW to liaise with Parks and Rec for information to distribute at June members meeting, and to establish reciprocal website links.

7. DATE AND LOCATION OF NEXT MEETING

Members Meeting – June 9th, Community Rooms, Town Hall, 6.30pm for 7pm

****Update Ron Baird is confirmed as Guest Speaker**

8. MEETING CLOSED at 8.52pm