



**Directors Meeting Minutes**  
**Date Monday January 12<sup>th</sup> 2015 – 7 p.m.**  
 Venue – Meeting Room 2, Innisfil Town Hall

**Attendance:**

| <b>Name</b>           | <b>Present</b> | <b>Regrets</b> |
|-----------------------|----------------|----------------|
| 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              |                |
| IS - Ileen Sabeen     | X              |                |
| RB – Rebecca Breedon  |                | X              |

**1. WELCOME BY CHAIR**

BE Wished everyone a Happy New Year

**2. MINUTES OF PREVIOUS MEETING**

**Motion to accept the minutes of November 10<sup>th</sup> 2014, Board Meeting (after removing BE and SS taking Part in the Polar Bear Dip) (CD) / Seconded (AS) Carried**

**3. MATTERS ARISING**

- **DECEMBER MEMBERS MEETING**

Good Feedback, need to list volunteer opportunities on the website next to events, CW to address IACHC and Huronia Symphony Orchestra Collaboration later in meeting

- **TENT RETURN - \$282.49**

- **PO Box Renewal – Accounts show fee paid in Feb 2014**

**Action:** BE to confirm renewal date

- **STANDING COMMITTEE BUDGETS 2015**

Studio Tour Budget \$5,400 – Income needs to be added to ensure event self funding  
 KW, BE and JD plan to take part in 2015 (post constitutional change)  
 Membership \$400  
 Communications \$1,000

**Action:** Events asked to provide budgets on a per event basis to CD

**Action:** Budgets to be sent by soft copy to CD and SS and added to minutes

#### 4. **TREASURERS REPORT**

**IACHC Account - \$10,260.** (\$1,977 Chq given to BE for Rhubarb – Website design)  
**Studio Tour Account - \$379.42**

Draft copy of financials to be available to send to membership 14 days in advance of the AGM

#### 3. **STANDING – COMMITTEE REPORTS**

**Action:** All Standing Committee Chairs asked to send a list of their members to SS so that an up to date list can be maintained

#### **COMMUNITY ENGAGEMENT/EVENTS AND ACTIVITIES – KAREN WILD**

**Action:** AS to provide an SOP for events where IACHC is a participant – Non IACHC event process plan

BE invited AS to join the Innisfil Studio Tour Committee as AS finds it difficult to attend committee meetings and events due to work schedule – All to assist in finding members for all Standing committees.

- **DINNER IN WHITE 2015 – KAREN WILD**
- **CELTIC FESTIVAL 2015 – ALEIGHA SCHURMAN**

Same terms for Vendors exist as 2014

- **INNISFIL STUDIO TOUR 2015 – BETH EVANS**

BE shared a summary of the participant feedback forms – soft copy to be added to minutes  
Youth Tour questions to be added for 2015

- **YOUTH ART TOUR 2015 – JANE DEWAR**

Details of the 2015 criteria to be available on the Studio Tour Website from Feb 1<sup>st</sup> – link to be established from IACHC site at the same time.

CW confirmed intention to sponsor youth tour for \$200 under Colin Wilson Consulting –  
BE confirmed after By-Laws change no conflict of interest would exist

SB shared success of Library writing contest with Author visiting schools to raise awareness /interest – possible model for youth tour to follow

**Action:** BE, SH and JD to meet and discuss strategy for 2015 Studio Tour an Youth Tour

**Action:** JD working with SB to secure Lakeshore Library for 2015 Youth display

**Action:** KW asked to provide Budgets to be added per event

**Action:** Socan contact (guy) BE to share details

**Action:** SS to add other Events to Agenda – **Summerfest and Celebrate Lake Simcoe**

**MEMBERSHIP – SAM STEPHEN**

Several people renewed at the December members meeting, invoices to be sent to organisations, others to be followed up – Membership to work with Communications using new website directory as motivator to renew.

**COMMUNICATIONS – SYDNEY HARDIE**

Website hosting expired with library last week – Rhubarb have put up new site (instructed on Jan 9<sup>th</sup>), with some development still taking place (85% complete). Concern that non-Board members had seen the site ahead of Board members – Board to continue to work on internal communications

Website must have a Community Calendar and a Thank you to the Town (part of Grant Application).

BE will be sending out a message to members asking for information to be added to the Directory – Communications and Membership to work together to ensure only paid up members details appear.

Discussion around ability to change which order members details appear in and clear marking of who is organising the events at which IACHC is a participant – possible colour coding suggested.

**Action:** All asked to review the website and send any further comments to SH

**Action:** SS to check member benefits in terms of website directory and share with SH/BE any changes to be motioned at Feb meeting

**GRANTS AND FUNDING – COLIN WILSON**

Any ideas please forward to Colin – Grants and Funding needs more committee members

**NOMINATING COMMITTEE – CRYSTAL DANIEL**

Committee needs to be established pre AGM – Board Applications to be added to website

**Action:** SS to find old Nomination form and share with BE for addition to the website

**Action:** SS to confirm who needs to re-stand

**\*\*Update post meeting: JD, SS and SH were elected in 2014 (remain in place for second year) – all remaining Board Members must re-stand – BE, KS, CD, KW, AS and CW**

**4 ANY OTHER BUSINESS**

AGM Preparation By Laws – Executive meeting to be arranged to complete changes ready for presentation at February Board Meeting.

**Motion to extend the Library and Historical Advisory Chairs for 2015 (SS) / Seconded (CD) Carried**

**Motion to use Chairs address for all revenue Canada Correspondence (CD) / Seconded (SH) Carried**

2239 Jan's Blvd, Innisfil, On, Canada L9S 2A8

BE gave her Apologies for the Feb 9<sup>th</sup> Board Meeting

SB shared Library event – February 7<sup>th</sup> 11.30 – 2.30 Pianist – IACHC Brochures can be Displayed

**Motion to retrospectively accept the cost of hosting the website site at \$230.52 per year (SH) / Seconded (CD) Carried**

BE requested Board Members running in Elections to avoid using the IACHC name and logo in any publications, IACHC is a non-partisan organisation. All reminded that comments made should be defined as personal or IACHC (Where Board aware and in agreement).

Ileen shared Historical signs are going up around town, SB offered to help in trying to locate a list of the same – to be added to the minutes.

**5. NEXT MEETING DATE & LOCATION**

Monday Feb 9<sup>th</sup> 2015, Meeting Room 2, Innisfil Town Hall –  
KS to Chair in the absence of BE

**6. MEETING CLOSED at 8.52pm**

## 2015 Meeting Dates

### Monthly Meeting Dates:

| DATE               | VENUE                            | TIME                        |
|--------------------|----------------------------------|-----------------------------|
| Mon Jan 12         | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| Mon Feb 9          | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| Mon Mar 9          | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| <b>Mon Mar 23</b>  | <b>AGM - TBA</b>                 | <b>6.30pm for 7pm – 9pm</b> |
| Mon Apr 13         | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| Mon May 11         | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| <b>Mon Jun 15</b>  | <b>Community Rooms Town Hall</b> | <b>6.30pm for 7pm – 9pm</b> |
| Mon Jul 13         | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| Mon Aug 10         | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| <b>Mon Sep 14</b>  | <b>Community Rooms Town Hall</b> | <b>6.30pm for 7pm – 9pm</b> |
| <b>Tues</b> Oct 13 | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| Mon Nov 9          | Meeting Room2 Town Hall          | 7pm – 9pm                   |
| <b>Mon Dec 14</b>  | <b>Community Rooms Town Hall</b> | <b>6.30pm for 7pm – 9pm</b> |

### Member Meetings from Above:

| DATE              | VENUE                            | TIME                        |
|-------------------|----------------------------------|-----------------------------|
| <b>Mon Mar 23</b> | <b>AGM TBC</b>                   | <b>6.30pm for 7pm – 9pm</b> |
| <b>Mon Jun 15</b> | <b>Community Rooms Town Hall</b> | <b>6.30pm for 7pm – 9pm</b> |
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