



## **BOARD MEETING**

**Tuesday, November 9, 2020 at 7:00 pm**  
**Meeting conducted in person at Hillary House**

### **MINUTES**

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Present: EXECUTIVE: Patricia Wallace, Geoff Dawe, Anna Kroeplin.  
DIRECTORS: Peter Styrmo, Ronen Grunberg, Alan Lambert, Jeff Thom (remotely).  
STAFF: Kathleen Vahey- Curator  
REGRETS: John Green

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**1. CALLED TO ORDER: 7:03 p.m.**

President, Patricia Wallace, welcomed everyone to the Board meeting and called it to order.

**2. DECLARATION OF ANY CONFLICT OF INTEREST: None.**

**3. APPROVAL OF AGENDA:**

**MOTION: 2020-AHS-053**

Moved by Peter, second by Alan: THAT the agenda be approved as presented. **CARRIED.**

**4. APPROVAL OF PREVIOUS MINUTES: October 13, 2020:**

**MOTION: 2020-AHS-054**

Moved by Geoff, second by Peter: THAT the October 13, 2020 Minutes be approved. **CARRIED.**

**5. AURORA FACTOID:**

Due to time constraints, Jeff was asked to present his Aurora Factoid at the next meeting.

**6. REPORTS**

**a) President's Report:**

Patricia's report was previous distributed, so she reported on new information as follows:

Trillium Foundation Grant

After much discussion, the Board agreed to apply for the Trillium grant pending the restoration report from ERA Consulting. The report will identify the most crucial repairs to Hillary House that we can select from to raise funds to match the grant. Patricia noted that the grant process has been updated from "on hold" to "extended", therefore AHS has additional time to apply.

### 2021 Fundraising Campaign

Patricia recommended that “restore” be AHS’s fundraising theme in 2021, as it represents not only repairs to the Hillary House, but the community’s recovery from the COVID pandemic. All agreed to brand all AHS’s promotions and communications. She noted that restoration is in alignment with the updated Strategic Plan.

### AHS Website - Online Donations

Ronan has been working on getting online donations through CanadaHelps.org which is a reputable, reliable online donation tool that even produces tax receipts to the donors. Once AHS is registered with them, a link will be posted on AHS’s website.

#### **b) Treasurer’s Report:**

Geoff referred to his written reports that were distributed earlier to the Board.

- Receipt of the AHS credit card is pending;
- AHS is in good shape as compared to this time last year, due to increased grant opportunities.
- We are currently looking for a new Accountant. Geoff reviewed the scope of work, hours required and pay. Any recommendations should be sent to Geoff.

#### **c) Curator’s Report:**

Kathleen referred to her written report that was distributed earlier and highlighted the following:

- The Speakers Series and all in-person programming has been cancelled due to the pandemic for the rest of the year.
- She has been working on the Town budget that will be presented to Council next week.
- The Archives of Ontario are interested in taking the papers of the Godfrey Collection. Their staff would need to conduct an assessment to confirm if it would be of substance to them. Discussion ensued on the possibility of breaking up the Godfrey Collection (papers & artifacts).

#### **d) Facility Maintenance Committee Report:**

The Board received the written report from James Hoyes, Facility Maintenance Chair, with thanks.

#### **e) Landscaping Committee Report:**

The Board received the written report from John Bare, Landscaping Chair, and highlighted the following:

- The Board thanked the committee for collecting over 140 bags of leaves for disposal.
- It was noted that the tennis court exterior netting needs to be disposed of.
- The new exterior lighting should be installed by next week.

#### **f) Restoration Working Group:**

Alan verbally reported that ERA Consulting has been retained and the Scope of Work has been signed. An on-site inspection and meeting will be conducted in the next two weeks.

#### **g) Heritage Advisory Committee Update:**

The Board received the written report from John Green, Vice-Chair, with thanks.

**h) Strategic Plan Committee:**

Anna referred to the 1-page draft of the Strategic Plan and noted the Board's recommended edits. She reported that an Operations Plan will be attached to it that outlines how the goals will be achieved. Anna thanked Alan for his expertise in helping her finalize the Strategic Plan.

Patricia recommended publicly thanking and recognizing AHS supporters with a virtual donor wall.

**MOTION: 2020-AHS-055**

Moved by Geoff, second by Peter: THAT all of the reports under item #6 be approved. **CARRIED.**

**7. BYLAW REVIEW**

Jeff presented the revised bylaws and opened the floor to discussion. As edits were suggested, the Secretary recorded them and will send them to Jeff to prepare the final version of the Bylaws.

**8. NEW BUSINESS:**

Kathleen has some ideas and guides to apply for the Ontario Trillium Foundation Community Fund. It is a very involved process and the deadline is in three weeks.

**9. ADJOURNMENT – 9:25 p.m.**

**MOTION: 2020-AHS-056**

Moved by Peter, second by Geoff: THAT the meeting be adjourned at 9:25 p.m. **CARRIED.**

**10. NEXT BOARD MEETING DATE: - Monday, December 14, 2020 at 7 p.m.**