

Aurora Historical Society
Board Meeting
July 8, 2019

Attendees	John Green, Peter Styrmo, Len Bulmer, Patricia Wallace, Ronen Grunberg, Erika Baird, Anna Kroeplin, James Hoyes
Regrets	Geoff Dawe
Absent	Brian Porter
Minute Taker	Patricia Wallace
Meeting Called to Order:	7:00pm

Approval of Agenda	<ul style="list-style-type: none"> Motion to approve Agenda. Moved by Len. Seconded by James. Carried
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Conflicts of Interest	<ul style="list-style-type: none"> None declared.
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Acceptance of Minutes	<ul style="list-style-type: none"> Motion to accept Minutes Board Meeting of June 22, 2019 as circulated. Moved by Peter. Seconded by Len. Carried.
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Business Arising from Minutes	<ul style="list-style-type: none"> Action Items outstanding
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President's Report	<ul style="list-style-type: none"> Property Survey – John will meet with Delph & Jenkins Surveyors regarding updated survey. Old survey is 1981. New survey may be required for permit applications re carriage house. Consult Planning Dept to inquire if 1981 survey is acceptable. AHS representatives met with Town of Aurora CAO re financial reporting requirements for funding from the Town. See Treasurers Report for more details. Broken pavers and uneven ground at rear entranceway was repaired by John Green and Peter Styrmo. Repairs to the bathroom were also completed. The Board was very grateful for an excellent job done. Lawyer – John requested Patricia give an update on search for appropriate lawyer for use in the Spragg matter. Patricia advised a local lawyer was consulted however not his area of expertise. ERA was asked for referral. ERA recommended a lawyer from Aird Berlis. There was discussion regarding staying with the lawyer who was previously consulted. Although he was more expensive, he is familiar with the matter which may be cost effective in the end. No decision was made and will be revisited when/if the need arises.
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Action Items	Person Responsible	Deadline
Consult the TOA Planning Dept re the age of our survey	Erika	Aug. 12/19

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Treasurer's Report	<ul style="list-style-type: none"> • Auditor's Report. Vote to accept done by email. Carried unanimously. • Audited statements received. • Tax returns ready to be filed. (a week late) • Applied for CMOG grant on July 2nd. • Applied for Trillium Foundation grant specifically for the pathway. Advised that two quotes are required in support of the application submitted for the pathway and associated fencing and lighting. We have received one in the approximate amount of \$130,000 and are seeking a second. • John, Len and Erika met with Town staff regarding the monitoring and application process in place to receive Town funding. Subsequently, Len and Erika met with the Town's Finance Advisory Committee to discuss past financial performance and expected future financial pressures including the required structural repairs to the House, the need for a Pathway and potential changes to provincial grant funding. <ul style="list-style-type: none"> ○ End result – These items are required to participate in the funding process. <ul style="list-style-type: none"> ▪ 3-year budget plan required by the TOA by Sept 6th. ▪ The funding agreement must be signed and executed. ▪ Annual presentation to the TOA on what the funds will be used for. ○ Motion - The Board approve and sign the funding agreement as presented by the Town of Aurora. Moved by Len. Seconded by Patricia. Six in favour. One opposed. Carried. • Discussion regarding the appearance of having an operating surplus when the funds are actually targeted for required repair/restoration. <ul style="list-style-type: none"> ○ Motion - The Board approve transferring up to 100% of any annual operating surplus to the capital reserve fund. Moved by Len. Seconded by Peter. Carried. • Response from ERA regarding architectural and specification fees related to structural repair from their report. ERA suggests waiting to see if more funding becomes available for structural rehabilitation allowing the architectural fees to be spread across a greater amount of base work. • Financial report presented.
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Corporate Sponsorships	<ul style="list-style-type: none"> • Staff has been following up with thank you packages. • No other update
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Action Items	Person Responsible	Deadline
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Follow up system for staff to be created	Brian & Erika	Aug. 12/19

Spragg Development	<ul style="list-style-type: none"> • Patricia gave a status update • No response from the Spragg Development Group to date.
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Hillary House Ball	<ul style="list-style-type: none"> • Patricia gave update on planning progress. Continuing to look for ideas to make the event unique.
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Staff Reports	<ul style="list-style-type: none"> • Executive Director's Report <ul style="list-style-type: none"> ◦ Logo design – Discussion on theme. Consensus that it should include elements of historic Aurora as well as Hillary House. ◦ Interior Remediation Project 2019 presented. Supported. Work to be done incrementally as funds become available. Request to start by preparing Nursery by relocating storage. <ul style="list-style-type: none"> ▪ Motion - Relocate collection storage from historic Nursery to the north west exhibit room to permit restoration back to a Nursery. Moved by Patricia. Seconded by Anna. Carried. • Educator's Report <ul style="list-style-type: none"> ◦ Request for a budget of \$2100.00 for the 2020 speaker series. Will be formally approved within the Budget process. • Administration / Membership Coordinator's Report • Motion to receive Reports. Moved by Len. Seconded by Peter. Carried.
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Action Items	Person Responsible	Deadline
Note Educator's budget request of \$2100 in 2020 Budget	Len	Sept. 2019

Strategic Plan / Policies / Bylaw Review	<ul style="list-style-type: none"> • Review of current plan for relevance. Suggestion to split into sections and have groups work on each. Bring findings to Board retreat. • AHS Policies and Bylaws require updated. Many are very old and no longer relevant or do not provide clear direction. Anna has undertaken a review and will bring recommendations. • A Board Retreat day is scheduled to ensure all Board members are up to date on these documents and to work together to ensure they are in line with the Vision and Strategic Plan. Date for Retreat was set for Sat., November 16, 2019 10:00am. Location tba.
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Action Items	Person Responsible	Deadline
Place Strategic Plan review on next Agenda	John/Patricia	August 12/19

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Review AHS Policies & Bylaws. Identify areas for revision and updates. Status report to Board.	Anna	August 12/19
Review Strategic Plan and break into work areas for Board members	James	August 12/19

Meeting Adjourned

Next Meeting: August 12, 2019