



## **BOARD MEETING**

**Monday, January 11, 2021 at 7:00 pm**  
**Meeting conducted virtually on ZOOM Platform**

### **MINUTES**

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Present: EXECUTIVE: Patricia Wallace, John Green, Geoff Dawe, Anna Kroeplin.  
DIRECTORS: Peter Styrmo, Ronen Grunberg, Alan Lambert, Jeff Thom.  
STAFF: Kathleen Vahey, Curator  
Regrets: John Bare, Chair-Landscaping, James Hoyes, Chair-Facility Maintenance

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**1. CALLED TO ORDER: 7:04 p.m.**

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

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

**3. APPROVAL OF AGENDA:**

Patricia requested the following additions to the agenda:

- Under item #8: f) Nomination Committee, and g) Fundraising Committee
- Under item #10: Staff Performance Reviews

**MOTION: 2021-AHS-001**

Moved by Geoff, second by Alan: THAT the agenda be approved as amended. **CARRIED.**

**4. APPROVAL OF PREVIOUS MINUTES: December 14, 2020:**

Patricia noted five errors in the previous minutes for correction.

**MOTION: 2021-AHS-002**

Moved by John, second by Ronen: THAT the December 14, 2020 Minutes be approved with noted corrections. **CARRIED.**

**5. AURORA FACTOID:**

Patricia shared an article from *The Auroran* (Nov. 1981) by Ron Wallace titled "Our Town Invades Their Town". It was a commentary on a TV auction for Newmarket residents hosted by Dick Illingworth and Ron Wallace who used to host the local cable TV show, "Our Town".

Patricia nominated John Green for next meeting's Fun Factoid.

**6. PRESIDENT'S REPORT:**

- Patricia reported on research into a few grant opportunities, such as the Legacy Fund, (which AHS is not eligible for) and the Canada Cultural Spaces Fund, (could be considered

for Hillary House's foundation work). She noted that the Trillium Grant could be considered for larger projects.

- She asked Board members to ensure that they have paid their membership dues for 2021.
- Patricia will reach out to Councillors individually on behalf of the AHS Board to keep them apprised of ongoing projects.

## **7. TREASURER'S REPORT:**

Geoff reviewed the distributed Treasurer's Report and a Comparative Year-to-Date Report, with noted items that need to be addressed. Overall, AHS is in good financial shape, and Geoff highlighted the following:

- Donations are up dramatically due to the Annual Appeal, memorial gifts, awareness campaigns.
- The wage subsidy has been received, but is considered income.
- The new Bookkeeper is Agnes Lytle.
- QuickBooks has been purchased and installed.
- Patricia noted a past AHS Motion that directs the Treasurer to move surplus money at the end of the fiscal year into the AHS Restricted Building and Grounds Fund. Geoff will bring a motion to the AGM.
- Jeff pointed out a correction that needs to be made to the Municipal Grant amount.
- Discussion ensued on lower membership numbers in 2020.

### **MOTION: 2021-AHS-003**

Moved by Geoff, second by Patricia: THAT the Treasurers Report be received.

**CARRIED.**

## **8. OTHER REPORTS**

### **a) Curator's Report:**

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

- The Gift Shop received a number of customers before Christmas with safe social distancing protocols in place.
- 3,260 volunteer hours were completed in 2020 by 72 volunteers. This is a great achievement during the COVID pandemic, and will be celebrated at the AGM.
- Kathleen thanked Peter Styrmo for his work to deter squirrels from further damage and disturbance in the shed adjacent to the office.
- Kathleen applied for the rebate for HH's energy bill.
- A new social media campaign has been planned which will offer history on the Hillary House as well as the history of the town.
- Regarding future Speaker's Series events, Kathleen is looking into virtual options, and has applied for a grant to buy new technology that would be required.
- The Canada Summer Jobs grant application is being submitted shortly, requesting the maximum number of weeks allowed.

### **Exhibit Schedule**

This was previously distributed to the Board, and Kathleen highlighted the following points:

- The “Art at the Manor” event is usually run every winter, however will be cancelled this season. The Cultural Centre would like to partner with AHS to create a rotating exhibition.
- The “Growing Up Aurora” exhibit will be pushed to 2022 due to COVID restrictions.
- Discussion ensued on outdoor events. Ideas were shared to have exterior panels installed throughout the grounds with historical facts to encourage people to explore and discover significant events that occurred in the past at Hillary House. Alan mentioned that ERA Consulting is very passionate about Hillary House and may be able to help host.
- We may be able to reserve an indoor exhibit from Archives on Ontario in April/May, but it was cautioned not to plan too much since we don’t know what the status of the COVID pandemic will be like in the Spring. Patricia recommended to focus on outdoor events.
- The Canada Garden Council has deemed 2022 as the *Year of the Garden*. Kathleen has made inquiries to retain an exhibit from the Royal Botanical Gardens.
- 2023 exhibition plans are in the works to collaborate with the Aurora Cultural Centre, King City Museum and the Whitchurch-Stouffville Museum.
- Kathleen is working on exhibits on a history of medicine and a history of women.
- John suggested that AHS inquire if we could have a monthly article in *The Auran*.

The Board thanked Kathleen for her great work and planning efforts.

**b) Facility Maintenance Committee Report:**

The Board received a written report from James Hoyes, Facility Main. Chair, with thanks.

**c) Landscaping Committee Report: No report.**

**d) Restoration Working Group:**

Alan reported that ERA Consulting is preparing us for tender documents to retain contractors by late January. The projection of work is to commence in April/May 2021.

He noted that the consultants recommended our focus to be on the following repairs/restoration:

- Repair ground slope on southeast side of building.
- Repair/replace floorboards, rim boards and the underside joists of the porch.
- Install new stairs on the north side of the porch.
- Refresh/repair the lattice work around porch.

Clarification was asked about the installation of concrete to replace wooden boarding around the sides of the porch and if the boarding can be replaced. Alan will contact ERA on this.

John suggested that James Hoyes be invited to join the Restoration Working Group. James will be contacted to see if he would be interested in this opportunity.

**e) Heritage Advisory Committee Update:**

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

**f) Nomination Committee**

Geoff reported that he has received 2 expressions of interest and there is 1 other interested party. Interviews will be held to bring the nominations forward to the AGM in March 2021.

**g) Fundraising Events**

Patricia asked to defer this item to the next meeting to discuss fundraising ideas, such as a potential partnership for a (virtual) Hillary House Ball.

**MOTION: 2021-AHS-004**

Moved by John, second by Jeff T.: THAT all of the reports under item #8 be approved. **CARRIED.**

**9. BYLAW REVIEW**

The Board reviewed the suggested amendments to the AHS Bylaws and discussed the recommended changes in order to be compliant with Ontario's Corporations Act.

Kathleen will make the suggested amendments to send to the Board to approve before making the Bylaws available to the whole membership at least 30 days prior to the March 24, 2021 AGM.

Jeff thanked John for his assistance updating the AHS Bylaws.

Kathleen was excused from the meeting with thanks for her work.

**10. NEW BUSINESS:**

**Staff Performance Reviews**

The Annual Performance Reviews are to be scheduled soon. After much discussion, the following recommendation through a motion was put forward:

**MOTION: 2021-AHS-005**

Moved by Patricia, second by Geoff: THAT the agreed upon rate increase for the Administrative Assistant be approved. **CARRIED.**

**11. ADJOURNMENT – 9:45 p.m.**

**MOTION: 2021-AHS-006**

Moved by John, second by Alan: THAT the meeting be adjourned at 9:45 p.m. **CARRIED.**

**12. NEXT BOARD MEETING DATE: - Monday, February 8, 2021 at 7 p.m.**