



BOARD MEETING

Monday, November 8, 2021 at 7:00 pm
Meeting held at Hillary House

MINUTES

Present: EXECUTIVE: Patricia Wallace, Alan Lambert, Geoffrey Dawe
DIRECTORS: Jan Stainer-White, Michelle Primeau, Dan McGeown
REGRETS: Martin Paivio, Ronen Grunberg,
STAFF: Kathleen Vahey, Curator

1. CALLED TO ORDER: 7:01 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- add fundraising to the agenda

MOTION: 2021-AHS-067

Moved by Jan Stainer-White. Seconded by Dan McGeown. THAT the agenda be approved as amended.
CARRIED.

4. APPROVAL OF PREVIOUS MINUTES: October 12, 2021: Amend minutes to update Curator's Report 4th bullet point to read "Thank you to Page Graphics and Student Volunteer in Newsletter re. panels"

MOTION: 2021-AHS-068

Moved by Dan McGeown. Seconded by Alan Lambert. THAT the October 12, 2021 Minutes be approved as amended. **CARRIED**

5. PRESIDENT'S REPORT- Patricia Wallace:

- See Report
- Patricia, Geoff and Kathleen have been working on the Budget Presentation. A draft version was shared with the Board.
- Further to section 7 of the written report, TOA horticulturalist Deb Toole to visit Hillary House to look at needs
- Further to section 9 of the report, Board members all in agreement that we should proceed with the official letter requesting a Council member to sit on our board, and that in the case of a Council member not being available we would welcome a TOA staff member.
- Coach House removal has been completed.
- Fall grounds clean-up process under review. Suggestion to move from leaf bagging to mulching and/or placing in the naturalized area at the back of the property for efficiency.

- The Executive has identified the need for a staffing review to quantify our immediate needs, and also to identify an optimal service delivery model; how much that will cost; and how to fund it. Al Lambert will lead this review.
- Reminder of upcoming meeting on Town of Aurora Budget meeting on Nov 15th

Action Item:

1. Add Memberships fees as an Agenda item for December meeting
2. Add Fees for admission by donation as an Agenda item for December meeting

6. TREASURER’S REPORT- Geoff Dawe

- See written report

MOTION: 2021-AHS-069

Moved by Geoff Dawe. Seconded by Dan McGeown. THAT the Sept Statements, P&L and Balance Sheet, be received for information. **CARRIED.**

7. CURATOR’S REPORT- Kathleen Vahey

- See written Report
- Admission donations have been very low
- Volunteers required for Family Christmas – Michelle and Family, Al, Patricia volunteered
- OTF Grant Acknowledgement event to take place on Nov 26th at 4:00pm. We will also launch “A Look Outside Hillary House Exhibition” at that time. Board member attendance is requested.
- New branded banners and pop-up sign are needed. Looking for design ideas and suggestions. (suggestion made to include QR codes). Also looking at “Use At Own Risk” signs for property.

Action Items:

3. Add Fees for admission by donation as an Agenda item for December meeting
4. Inquire with town about “Use At Own Risk” signs
5. Email Kathleen with sign and banner design ideas, suggestions on what images we might want to use

8. RESTORATION WORKING GROUP- ALAN LAMBERT

- See written Report
- Expected to be completed by November 10, 2021

9. HERITAGE ADVISORY COMMITTEE- JOHN GREEN

- See written report

MOTION: 2021-AHS-070

Moved by Dan McGeown. Seconded by Michelle Primeau. THAT Curator’s Report, Restoration Working Group Report, Heritage Advisory Committee Report be received. **CARRIED**

10. FUNDRAISING

- Hillary House Ball approx. net proceeds were \$27,600
- Discussion about relevance of the Ball or if we should move our focus to corporate sponsorship instead.
- Kathleen mentioned the possibility of grants available for fundraising consultant
- Further discussion needed on fundraising – moved to December meeting

11. NEW BUSINESS

- RC Legion hosting Holiday Lunch – Patricia has purchased tickets for the 1:30 seating on December 17th – please advise if you are able to join Patricia
- Importance of attending Chamber events discussed – please attend whenever you can
- Jan advised she noticed our trees overhanging some balconies at neighbouring Devonshire Place. Patricia advised that no official communication has been received from Condo Board. Jan advised she is just letting us know.

Action Item:

6. Advise Patricia if you are able to attend RC Lunch on the 17th

12. ADJOURNMENT – 9:47 p.m.

MOTION: 2021-AHS-071

Moved by Michelle Primeau. Seconded by Dan McGeown. THAT the meeting be adjourned at 9:47pm.
CARRIED.

NEXT MEETING:

Monday, December 13, 2021 7:00pm (in person)