

BOARD MEETING

Monday, January 15th, 2024 at 7:00 pm
Meeting held at Hillary House NHS

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe, John Green.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

1. CALLED TO ORDER: 7:08 p.m.

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-001

THAT the Agenda be approved. Moved by: Dan McGeown. Seconded by: Michelle Primeau.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-002

THAT the December 2023 Minutes be approved. Moved by: John Green. Seconded by: Alan Lambert.

CARRIED.

5. PRESIDENT'S REPORT

- No report.

6. TREASURERS REPORT

- See updated P&L 2023 Month by Month Comparison report.

7. CURATOR/MANAGER'S REPORT – See Attached Report

- Membership renewals and Year end Donations were lower than in previous years.
- New intern, Shannon from Centennial College started.
- Gift Shop sales strong due to holiday events and a few tours.
- Application submitted for Canada Summer Jobs grant.
- Travelling exhibition ended on Dec 22. Kathleen presented the 2024 exhibition schedule.
- Work on the Godfrey Collection inventory is ongoing. Volunteers assisting with book inventory.
- Holiday programming was successful with a good profit.
- Kathleen presented the 2024 programming plan.
- Received second installment of technology from ERA. Printer needs to be replaced. Kathleen will look into options.

MOTION: 2024-AHS-003

THAT the 2024 programming plan be approved in principle. Moved by: Dan McGeown. Seconded by: Alan Lambert.

CARRIED.

8. GROUNDS MAINTENANCE

- Alan discussed preliminary plans for spring/summer maintenance.

9. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-004

THAT Reports from items 5, 6, 7, 8 be received. Moved by: Michelle Primeau. Seconded by: John Green. **CARRIED.**

10. NEW BUSINESS

- The donation from Les Oliver was received and deposited.
- Discussion on using the tennis court for pickleball, further investigation recommended.

11. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-005

THAT the meeting move into a Closed Session. Moved by: Alan Lambert. Seconded by: Dan McGeown. **CARRIED.**

12. ADJOURNMENT – 8:19 p.m.

MOTION: 2024-AHS-006

THAT the meeting be adjourned at 8:50 p.m. Moved by: Michelle Primeau. Seconded by: John Green. **CARRIED.**

Next Meeting: Monday, February 12th, 2023 7:00pm virtually via Zoom.

BOARD MEETING

Monday, February 12th, 2024 at 7:00 pm
Meeting held at Hillary House NHS

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

ABSENT: John Green

1. CALLED TO ORDER: 7:16 p.m.

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-007

THAT the Agenda be approved. Moved by: Dan McGeown. Seconded by: Michelle Primeau.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-008

THAT the January 2024 Minutes be approved. Moved by: Alan Lambert. Seconded by: Dan McGeown.

CARRIED.

5. PRESIDENT’S REPORT

- Upcoming Special Member’s Meeting
 - Geoff presented the Information package including explanation letter from Co-Presidents and attached reports.
 - Meeting will be hybrid – virtual and in-person at Hillary House.

MOTION: 2024-AHS-009

THAT the Board moves forward with sending the amended information package to members registered for the Special Member’s Meeting. Moved by: Geoffrey Dawe. Seconded by: Michelle Primeau.

CARRIED.

6. TREASURERS REPORT

- Geoff and Kathleen are finalizing 2023 financials with Agnes in preparation for the annual audit.
- Presented 2023 Balance Sheet, 2023 P&L, 2024 Balance Sheet, and 2024 P&L.

7. CURATOR/MANAGER’S REPORT – See Attached Report

- Volunteer hours for 2023 were down when compared to 2022.
- Kathleen presented options for furnace protection plans.

MOTION: 2024-AHS-010

THAT the AHS purchase HVAC product protection plans through T.H. Oliver Heating & Cooling for both Hillary House furnaces. Moved by: Michelle Primeau. Seconded by: Alan Lambert. **CARRIED.**

- Godfrey Collection inventory moving along well. Volunteers engaged to assist.
- Discussion on advertising opportunities. Deferred to March meeting.
- Kathleen presented options for new printer.

MOTION: 2024-AHS-011

THAT the AHS purchase an Epson Eco-Tank ET-4850 printer. Moved by: Alan Lambert. Seconded by: Michelle Primeau. **CARRIED.**

8. GROUNDS MAINTENANCE

- John Bare submitted his 2024 invoice for lawn maintenance

MOTION: 2024-AHS-0012

THAT John Bare's proposal for lawn maintenance at a cost of \$2,500 be approved. Moved by: Alan Lambert. Seconded by: Dan McGeown. **CARRIED.**

9. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-013

THAT Reports from items 5, 6, 7, 8 be received. Moved by: Dan McGeown. Seconded by: Michelle Primeau. **CARRIED.**

10. NEW BUSINESS

- Kathleen investigating Charitable Gaming Ontario. Will move forward with process and report back.

11. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-014

THAT the meeting move into a Closed Session. Moved by: Alan Lambert. Seconded by: Michelle Primeau. **CARRIED.**

12. ADJOURNMENT – 8:40 p.m.

MOTION: 2024-AHS-015

THAT the meeting be adjourned at 8:40 p.m. Moved by: Dan McGeown. Seconded by: Alan Lambert. **CARRIED.**

Next Meeting: Monday, March 11th, 2023 7:00pm at Hillary House.

BOARD MEETING

Monday, March 11th, 2024 at 7:00 pm
Meeting held at Hillary House NHS

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe, John Green.

DIRECTORS: Dan McGeown.

STAFF: Kathleen Vahey – Curator/Manager.

ABSENT: Michelle Primeau.

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

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-016

THAT the Agenda be approved. Moved by: Alan Lambert. Seconded by: Dan McGeown.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-017

THAT the February 2024 Minutes be approved. Moved by: Alan Lambert. Seconded by: John Green.

CARRIED.

5. PRESIDENT'S REPORT

- Financial Advisory Committee Meeting
 - Scheduled for March 19 – Dan and Kathleen are attending.
- Geoff and Alan have scheduled a meeting with Robin McDougall and Doug Nadorozny.

CARRIED.

6. TREASURERS REPORT

- Geoff presented the February Balance Sheet and P&L.
- Agnes is preparing to send documents to Louise for 2023 audit.

7. CURATOR/MANAGER'S REPORT – See Attached Report

- Switched furnace protection plan to T.H. Oliver.
- CMOG application is due June 30 – require an updated Emergency and Disaster Plan.
- Godfrey Collection inventory is going well. On target to finish by Claire's contract end date.
- Programming is running successfully. Spring event tickets going on sale soon.
- Ordering brochures for Home Show.

8. GROUNDS MAINTENANCE

- Meetings scheduled with John and Donna to discuss summer landscaping plans.

9. FUNDRAISING

- Board discussed a fundraising proposal from Coulson and Associates.

10. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-018

THAT Reports from items 5, 6, 7, 8, 9 be received. Moved by: Dan McGeown. Seconded by: Alan Lambert.

CARRIED.

11. NEW BUSINESS

- Kathleen will send out an email inquiring for volunteers to help with Charitable Gaming Ontario requirements. Will report back.

12. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-019

THAT the meeting move into a Closed Session. Moved by: John Green. Seconded by: Dan McGeown.

CARRIED.

13. ADJOURNMENT – 8:16 p.m.

MOTION: 2024-AHS-020

THAT the meeting be adjourned at 8:16 p.m. Moved by: Dan McGeown. Seconded by: John Green.

CARRIED.

Next Meeting: Monday, March 11th, 2023 7:00pm at Hillary House.

BOARD MEETING

Monday, April 8th, 2024 at 7:00 pm
Meeting held at Hillary House NHS

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

ABSENT: John Green.

1. CALLED TO ORDER: 7:15 p.m.

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-021

THAT the Agenda be approved. Moved by: Alan Lambert. Seconded by: Michelle Primeau.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-022

THAT the March 2024 Minutes be approved. Moved by: Alan Lambert. Seconded by:
Dan McGeown.

CARRIED.

5. PRESIDENT’S REPORT

- Financial Advisory Committee Meeting
 - Re-scheduled for April 9 – Geoff, Dan, and Kathleen are attending. Board is invited

6. TREASURERS REPORT

- Geoff presented the March Balance Sheet and P&L.

MOTION: 2024-AHS-023

THAT, as the Godfrey Collection has now been catalogued, the Restricted Medical (Godfrey) Reserve funds of \$2,747.00 be moved to our current account as part of the funding to cover Claire Smith’s salary. Moved by: Geoffrey Dawe. Seconded by Alan Lambert.

CARRIED.

7. CURATOR/MANAGER’S REPORT – See Attached Report

- Collection Intern Claire finished contract at the end of March. The AHS thanks her for her excellent work inventorying the Godfrey Collection. Kathleen will report on the Godfrey Collection in July.
- Kathleen to work a modified schedule from the end of April to the end of June.
- Final reporting paperwork for the Young Canada Works grant submitted.
- CMOG application is due June 30 – require an updated Emergency and Disaster Plan.
- Programming is running successfully. Discussions around programs and ROI.

8. GROUNDS MAINTENANCE

- Spring clean-up scheduled for April 27. Volunteers needed.

9. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-024

THAT Reports from items 5, 6, 7, 8 be received. Moved by: Michelle Primeau. Seconded by: Alan Lambert. **CARRIED.**

10. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-025

THAT the meeting move into a Closed Session. Moved by: Michelle Primeau. Seconded by: Dan McGeown. **CARRIED.**

11. ADJOURNMENT – 8:45 p.m.

MOTION: 2024-AHS-026

THAT the meeting be adjourned at 8:45 p.m. Moved by: Dan McGeown. Seconded by: Michelle Primeau. **CARRIED.**

Next Meeting: Monday, May 13th, 2024 7:00pm at Hillary House.

BOARD MEETING

Monday, May 13th, 2024 at 7:00 pm
Meeting held via Zoom

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

ABSENT: John Green.

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

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-027

THAT the Agenda be approved. Moved by: Dan McGeown. Seconded by: Alan Lambert.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-028

THAT the April 2024 Minutes be approved. Moved by: Michelle Primeau. Seconded by: Dan McGeown.

CARRIED.

5. PRESIDENT’S REPORT

- Town Delegation Meeting
 - Scheduled for June 4 at 7pm. Board, staff, and AHS members are invited to attend.

6. TREASURERS REPORT

- April Balance Sheet and P&L will be sent out electronically after meeting.

7. CURATOR/MANAGER’S REPORT – See Attached Report

- Education & Programming Intern Shannon finished contract on April 12. The AHS thanks her for her excellent work assisting with programs and events.
- Selin accepted a contract extension to September 15th.
- Canada Summer Jobs grant approved for two students, 9 weeks each. Will stack the starting dates.
- Clarke Basements fixed the broken PVC piping on the north-west corner of Hillary House.
- Aurora Through the Archives exhibition opened on May 8.
- Programming is continuing to run smoothly and successfully.

8. GROUNDS MAINTENANCE

- Spring clean-up re-scheduled to May 5 due to weather.
- 10 volunteers assisted with cleaning up the brush behind the barn and back lawns. The AHS thanks them for their hard work.

- Landscaping is continuing with Phase 1 of the Landscaping Plan.

9. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-029

THAT Reports from items 5, 6, 7, 8 be received. Moved by: Michelle Primeau. Seconded by: Alan Lambert. **CARRIED.**

10. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-030

THAT the meeting move into a Closed Session. Moved by: Dan McGeown. Seconded by: Alan Lambert. **CARRIED.**

11. ADJOURNMENT – 8:00 p.m.

MOTION: 2024-AHS-031

THAT the meeting be adjourned at 8:00 p.m. Moved by: Dan McGeown. Seconded by: Michelle Primeau. **CARRIED.**

Next Meeting: Monday, June 10th, 2024 7:00pm at Hillary House.

BOARD MEETING

Monday, June 10th, 2024 at 7:00 pm
Meeting held via Zoom

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

ABSENT: John Green.

1. CALLED TO ORDER: 7:09 p.m.

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-032

THAT the Agenda be approved. Moved by: Alan Lambert. Seconded by: Michelle Primeau.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-033

THAT the May 2024 Minutes be approved. Moved by: Michelle Primeau. Seconded by: Alan Lambert.

CARRIED.

5. PRESIDENT’S REPORT

- Town Delegation Meeting
 - Took place on June 4th – in support of Robin McDougall’s report.
- AHS will issue a public statement on intentions of the meeting and moving forward.

6. TREASURERS REPORT

- April Balance Sheet and P&L presented.

MOTION: 2024-AHS-034

THAT the 2023 Audited Financials (Draft) of the Aurora Historical Society be approved by the Board of Directors, and the Treasurer be authorized to communicate this to the Auditors for the purpose of filing our 2023 Corporate Tax Return. Moved by: Geoffrey Dawe. Seconded by: Dan McGeown.

CARRIED.

7. CURATOR/MANAGER’S REPORT – See Attached Report

- Filming of a short movie took place at Hillary in May.
- Car accident in front of Hillary House resulted in damage to the fence. Kathleen is investigating repair quotes and insurance considerations.
- Received Town of Aurora Community Partnership Grant to assist with teas.
- Final YCW payment was higher than initially contract.
- Mother’s Day tea resulted in a profit of \$1,952.

- Generally, programming is continuing to run smoothly and successfully.
- Aurora Through the Archives exhibition on display until end of June.

8. GROUNDS MAINTENANCE

- John Bare continues to keep grounds well maintained. Thank you.

9. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-035

THAT Reports from items 5, 6, 7, 8 be received. Moved by: Michelle Primeau. Seconded by: Alan Lambert. **CARRIED.**

10. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-036

THAT the meeting move into a Closed Session. Moved by: Dan McGeown. Seconded by: Michelle Primeau. **CARRIED.**

11. ADJOURNMENT – 8:13 p.m.

MOTION: 2024-AHS-037

THAT the meeting be adjourned at 8:13 p.m. Moved by: Dan McGeown. Seconded by: Alan Lambert. **CARRIED.**

Next Meeting: Monday, July 15th, 2024 7:00pm at Hillary House.

BOARD MEETING

Monday, July 15th, 2024 at 7:00 pm
Meeting held via Zoom

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe, John Green.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

1. CALLED TO ORDER: 7:01 p.m.

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-038

THAT the Agenda be approved with an amendment to add a Heritage Advisory Committee update. Moved by: John Green. Seconded by: Dan McGeown.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-039

THAT the June 2024 Minutes be approved. Moved by: Michelle Primeau. Seconded by: Alan Lambert.

CARRIED.

5. PRESIDENT’S REPORT

- Geoff met with Doug Nadorozny, Robin McDougall, and Marco Ramunno on June 18th at Hillary House.
- Geoff, Al, and John to meet with Robin McDougall on July 24th to start discussion about Hillary House.

6. TREASURERS REPORT

- No report.

7. CURATOR/MANAGER’S REPORT – See Attached Report

- Staff vacations reported.
- Summer staff were hired.
- Discussed quotes for fence repair.
- Presented Godfrey Collection report – follow-up requested at September meeting.
- Programming continues to be successful. Victorian Garden Party saw a profit of \$400.
- AHS file transfer completed to facilitate smoother operations.

MOTION: 2024-AHS-040

THAT an insurance claim be opened with Intact Public Entities (IPE) to assist with the repair of the fence. Moved by: Dan McGeown. Seconded by Alan Lambert.

CARRIED.

MOTION: 2024-AHS-041

THAT Hudeck Contracting be hired to repair the fence based on the quote provided. Moved by: John Green. Seconded by Dan McGeown. **CARRIED.**

8. GROUNDS MAINTENANCE

- John Bare continues to keep grounds well maintained. Thank you.
- Lawn mower for the tennis court was sharpened at cost of \$573.

9. HERITAGE ADVISORY COMMITTEE

- Robin McDougall provided HAC with an update on the proposal to use Petch House as a wedding venue.
- Discussion around possible Town of Aurora grant for heritage property owners to assist with upkeep of the heritage features of their properties.

10. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-042

THAT Reports from items 5, 6, 7, 8, 9 be received. Moved by: Dan McGeown. Seconded by: Michelle Primeau. **CARRIED.**

11. NEW BUSINESS

- Discussion around the Town of Aurora's draft Reserve Management Policy for Community Partners. Geoff to get more information for September meeting.

12. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-043

THAT the meeting move into a Closed Session. Moved by: Michelle Primeau. Seconded by: Alan Lambert. **CARRIED.**

13. ADJOURNMENT – 8:10 p.m.

MOTION: 2024-AHS-044

THAT the meeting be adjourned at 8:10 p.m. Moved by: Dan McGeown. Seconded by: Alan Lambert. **CARRIED.**

Next Meeting: Monday, September 9th, 2024 7:00pm at Hillary House.

BOARD MEETING

**Monday, September 9th, 2024 at 7:00 pm
Meeting at Hillary House**

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe, John Green.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

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

Co-President Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-045

THAT the Agenda be approved. Moved by: Alan Lambert. Seconded by: Dan McGeown. **CARRIED.**

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-046

THAT the July 2024 Minutes be approved. Moved by: Michelle Primeau. Seconded by: John Green. **CARRIED.**

5. PRESIDENT’S REPORT

- Geoff, Al, and John met with Robin McDougall on July 24th. Town will be developing a survey for public consultations.
- AGM date is scheduled for October 7, 2024.

6. TREASURERS REPORT

- Geoff reported on the Town of Aurora’s proposed Community Partner Reserve Management Policy.
- January to July P&L, July P&L, and July Balance Sheet was presented.

7. CURATOR/MANAGER’S REPORT – See Attached Report

- Selin’s contract finished on September 15th.
- Hillary House fence repair completed. Insurance has issued initial reimbursement. May receive more depending on recovering funds from the at-fault party.
- Discussion about policy for rentals at Hillary House.
- Charitable Gaming application approved and training scheduled to start in October.
- Summer programming was successful. Programming schedule for fall/winter revised due to staffing.

MOTION: 2024-AHS-047

THAT a new bank account be opened for the OLG funds as required by the Charitable Gaming Association. Moved by: Dan McGeown. Seconded by Geoff Dawe. **CARRIED.**

8. GROUNDS MAINTENANCE

- John Bare continues to keep grounds well maintained. Thank you.

9. HERITAGE ADVISORY COMMITTEE

- Update on possible Town of Aurora grant for heritage property owners to assist with upkeep of the heritage features of their properties.

10. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-048

THAT Reports from items 5, 6, 7, 8, 9 be received. Moved by: Michelle Primeau. Seconded by: Dan McGeown. **CARRIED.**

11. AMENDMENTS TO AHS BY-LAWS AND ARTICLES OF INCORPORATION

- Geoff and Kathleen presented the proposed amendments to the AHS By-laws and Articles of Incorporation that are required to be in compliance with the new Ontario Non-profits Corporations Act, 2010.

MOTION: 2024-AHS-049

THAT the proposed amendments to the AHS By-laws and Articles of Incorporation be received and presented to the membership at the AGM for approval. Moved by: Geoff Dawe. Seconded by: John Green.

12. NEW BUSINESS

- No new business.

13. ADJOURNMENT – 9:04 p.m.

MOTION: 2024-AHS-050

THAT the meeting be adjourned at 9:04 p.m. Moved by: Alan Lambert. Seconded by: Dan McGeown. **CARRIED.**

Next Meeting: Monday, October 7th, 2024 7:00pm at Hillary House and via Zoom.

BOARD MEETING

**Monday, October 7th, 2024 at 8:20 pm
Meeting at Hillary House and via Zoom**

MINUTES

Present

EXECUTIVE: Alan Lambert, Geoffrey Dawe.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

REGRETS: John Green.

1. CALLED TO ORDER: 8:20 p.m.

Co-Chair Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-051

THAT the Agenda be approved. Moved by: Dan McGeown. Seconded by: Michelle Primeau.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-052

THAT the September 2024 Minutes be approved. Moved by: Michelle Primeau. Seconded by: Alan Lambert.

CARRIED.

5. CHAIR'S REPORT

- Town of Aurora survey to elicit public opinion on the future of Hillary House is live. Will be sent out to AHS community.

6. TREASURERS REPORT

- August P&L and Balance Sheet was presented.

7. CURATOR/MANAGER'S REPORT – See Attached Report

- Received reimbursement of deductible from the insurance claim for fence.
- Renewed Property, Liability, Collections, and D&O insurance for 2024-2025.

8. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-053

THAT Reports from items 5, 6, 7 be received. Moved by: Alan Lambert. Seconded by: Michelle Primeau.

CARRIED.

9. ELECTION OF OFFICERS

MOTION: 2024-AHS-054

THAT John Green be nominated as the Aurora Historical Society representative on the Heritage Advisory Committee for the 2024-2026 term. Moved by: Geoff Dawe. Seconded by: Michelle Primeau.

CARRIED.

MOTION: 2024-AHS-055

THAT Dan McGeown be nominated Treasurer of the Aurora Historical Society for the 2024-2027 term. Moved by: Geoff Dawe. Seconded by: Alan Lambert. **CARRIED.**

10. ADJOURNMENT – 8:31 p.m.

MOTION: 2024-AHS-056

THAT the meeting be adjourned at 8:31 p.m. Moved by: Alan Lambert. Seconded by: Dan McGeown. **CARRIED.**

Next Meeting: Monday, November 11th, 2024 7:00pm at Hillary House.

BOARD MEETING

**Monday, November 11th, 2024 at 7:0 pm
Meeting via Zoom**

MINUTES

Present

EXECUTIVE: Geoffrey Dawe, John Green.

DIRECTORS: Dan McGeown, Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

REGRETS: Alan Lambert.

1. CALLED TO ORDER: 7:02 p.m.

Co-Chair Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-057

THAT the Agenda be approved. Moved by: John Green. Seconded by: Dan McGeown.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-058

THAT the October 2024 Minutes be approved. Moved by: Dan McGeown. Seconded by: Michelle Primeau.

CARRIED.

5. CHAIR'S REPORT

- Geoff and Al attended the Remembrance Day ceremony on Sunday, November 10 as representatives of AHS.

6. TREASURERS REPORT

- September P&L and Balance Sheet was presented.
- Budget 2024-2026 Budget Forecast was presented.
- First Charitable Gaming deposit is expected mid-November.
- OLG renewal application for 2025-2026 permit year is due December 16.

7. CURATOR/MANAGER'S REPORT – See Attached Report

- Welcomed co-op student until mid-January.
- Upcoming rentals include wedding and another small film shoot.
- Renewed snow plow contract with Kettleby Contracting for same price as last year.

8. GROUNDS MAINTENANCE REPORT

- Fall clean-up went very well. Over 20 volunteers participated. Thank you!

9. HERITAGE ADVISORY COMMITTEE

- Recruiting members for the next term.

10. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-059

THAT Reports from items 5, 6, 7, 8, 9 be received. Moved by: Michelle Primeau. Seconded by: Dan McGeown. **CARRIED.**

11. NEW BUSINESS

- Discussion around future fundraising events, including feasibility of Hillary House Ball.

12. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-060

THAT the meeting move into a Closed Session. Moved by: Dan McGeown. Seconded by: John Green. **CARRIED.**

13. ADJOURNMENT – 8:23 p.m.

MOTION: 2024-AHS-061

THAT the meeting be adjourned at 8:31 p.m. Moved by: John Green. Seconded by: Dan McGeown. **CARRIED.**

Next Meeting: Monday, December 9th, 2024 7:00pm at Hillary House.

BOARD MEETING

Monday, December 9th, 2024 at 7:00 pm
Meeting via Zoom

MINUTES

Present

EXECUTIVE: Geoffrey Dawe, Alan Lambert, Dan McGeown.

DIRECTORS: Michelle Primeau.

STAFF: Kathleen Vahey – Curator/Manager.

REGRETS: John Green.

1. CALLED TO ORDER: 7:08 p.m.

Co-Chair Geoffrey Dawe welcomed everyone to the Board meeting and called it to order.

2. APPROVAL OF AGENDA

MOTION: 2024-AHS-062

THAT the Agenda be approved. Moved by: Alan Lambert. Seconded by: Dan McGeown.

CARRIED.

3. DECLARATION OF CONFLICT OF INTEREST – None.

4. APPROVAL OF PREVIOUS MINUTES

MOTION: 2024-AHS-063

THAT the November 2024 Minutes be approved. Moved by: Dan McGeown. Seconded by: Michelle Primeau.

CARRIED.

5. CHAIR'S REPORT

- Robin McDougall presented the survey results report to the Committee of the Whole on December 2nd. Geoff delegated in support of the report.
- Next eGaming shift is on December 27th and is being covered by John and Marjorie.

6. TREASURERS REPORT

- Geoff and Dan are working on accessing full online banking capabilities.

7. CURATOR/MANAGER'S REPORT – See Attached Report

- Kathleen working on grant applications for CSJ and OLG.
- Programming going successfully. Thank you to all volunteers who assisted.

8. GROUNDS MAINTENANCE REPORT

- Plan for phase two of landscaping plan to commence in 2025, including new plantings and remediation of invasive species.

9. MOTION TO RECEIVE REPORTS

MOTION: 2024-AHS-064

THAT Reports from items 5, 6, 7, 8 be received. Moved by: Michelle Primeau. Seconded by: Dan McGeown.

CARRIED.

10. NEW BUSINESS

- Geoff and Dan attending the Chamber of Commerce Jingle and Mingle event as representatives of the AHS.

11. BOARD CONDUCTED A CLOSED SESSION.

MOTION: 2024-AHS-065

THAT the meeting move into a Closed Session. Moved by: Dan McGeown. Seconded by: Alan Lambert.

CARRIED.

12. ADJOURNMENT – 7:58 p.m.

MOTION: 2024-AHS-066

THAT the meeting be adjourned at 7:58 p.m. Moved by: Dan McGeown. Seconded by: Michelle Primeau.

CARRIED.

Next Meeting: Monday, January 13th, 2025 7:00pm via Zoom.