

**Arts and Heritage Foundation of St Albert Board Minutes**  
**AHF Administrative Office**  
**January 21, 2016**

**Present:** Tom Thackeray (chair), Ann Conlin (vice-chair), Peter Crerar (secretary/treasurer), Megan Hurley, Tim McFetridge, David Fréchette, Jennifer McCurdy, Barry Bailey, Ann Ramsden (executive director)

**Regrets:** Gail Barrington-Moss,

<b>1. Call to Order</b>
The Chair, Tom Thackeray called the meeting to order at 7.00 pm
<b>2. Approval of Agenda</b>
(2016/01) Moved by Jennifer McCurdy That the agenda be approved. Carried.
<b>3. Ratification of Email Vote – Appointment of Barry Bailey to the Board of Trustees</b>
(2016/02) Moved by Ann Conlin To ratify the electronic vote (email) held on January 15 <sup>th</sup> 2106; to appoint Barry Bailey to the Board of Trustees. Carried.  Tom welcomed Barry to the Board.
<b>4. Approval of Minutes</b>
(2016/03) Moved by David Fréchette That the minutes of the board meeting held on December 10 <sup>th</sup> , 2015 be approved. Carried.
<b>5. Business Arising from Minutes</b>
There was no business arising from the minutes.
<b>6. Report from the Executive Director</b>
The Executive Directors' written report was accepted as presented.
<b>7. Chair's report</b>
The Chair gave a verbal report. <ul style="list-style-type: none"><li>• Tom informed the board that the AHF had been copied on an email (dated 13 January 2016) from the Community League to the City regarding a land swap behind the Gallery and the Community Hall.</li><li>• Tom also notified the board, that the Chair and Executive Director had a lunch meeting with Chris Jardine and Kelly Jerrot from the City. The City will be preparing an agreement to transfer the \$10,000 for a study to revise the barrier free access. This stems for the motion made by council during the 2016 budget deliberations “That \$10,000 be allocated to the AHF to commission a study to provide barrier free access to the Banque d’Hochelaga.”</li></ul>
<b>8. Partnership Agreement</b>

- Has been in contact with the City Manager regarding the renewal of the Partnership Agreement. Tom will connect with Patrick Draper in Q1 2016.
- Board requested Executive Director to bring suggestions and comments from direct reports on how the agreement is working and suggested changes.

#### 9. Vision for Art Gallery

- The board discussed their vision for the art gallery; this discussion is on going.
- The expansion is still in the City's 10 year capital plan, there is also a motion by council for the AHF to conduct a study to determine the costs of making the building barrier free without the expansion, and the possibility of the gallery moving into St Albert Place - this discussion will assist the board in recommending the best location and type of facility required.

#### 10. Board Committees

##### a) Finance and Audit

- Peter Crerar presented the pre-audit financial statement to the board.
- The Finance and Audit Committee will meet with the auditors on February 4<sup>th</sup> to review the financial statement; the board will be able to approve the financial statements on February 18<sup>th</sup>.
- GIC matured in December, Finance and Audit Committee will bring recommendation to the board in February.

##### b) Fund Development

- Ann Conlin has scheduled a meeting for January 28<sup>th</sup>, 2016 at 1.00 pm.

##### c) Policy Committee

- The board will be working with a consultant to review and revise the board policies. There will be a policy workshop for the board on February 6<sup>th</sup> from 9.00 to 11.00 at the Little White School.

#### 11. In-camera

The board went in-camera from 8.50 pm to 9.10 pm.

(2016/04) Moved by David Fr chet te that the board move in-camera. Carried.

(2016/05) Moved by Barry Bailey that the board reconvene in public. Carried.

#### 12. Other Business

David Fr chet te requested that the French Interpretive Centre be put on the agenda for the February board meeting.

Ann Ramsden circulated a board schedule for 2016, it will be updated after each meeting.

#### 13. Next Meeting and Adjournment

(2016/06) Moved by Jennifer McCurdy to adjourn, 9.15 pm. Carried.

The next meeting will take place on Thursday February 18<sup>th</sup>, 2016 at 7.00 pm.