

Arts and Heritage Foundation of St Albert Board Minutes
AHF Administrative Office
January 19, 2017

Present: Tom Thackeray (chair), Ann Conlin (vice-chair), Megan Hurley (secretary/treasurer), Tim McFetridge, Jennifer McCurdy, Susan Jones, Peter Crerar, Ann Ramsden (executive director)

Regrets: Najib Jutt, Barry Bailey, David Fréchette

1. Call to Order
The Chair, Tom Thackeray called the meeting to order at 7.02 pm.
2. Approval of Agenda
(2017/1) Moved by Peter Crerar The agenda is approved. Carried.
3. Approval of Minutes
(2017/2) Moved by Susan Jones The minutes of the board meeting held on December 15, 2016 be approved. Carried.
4. Business Arising from Minutes
There was no business arising.
5. Report from the Executive Director
The executive director submitted a written report. Staff recognition was discussed.
6. Chair's report
The chair gave a verbal report.
7. Art Gallery of St Albert – barrier free concept
<ul style="list-style-type: none">• Ann Ramsden reported that the initial meeting has been held with the City and they are preparing a draft MOU to define roles and responsibilities for the project.• CFEP grant has been submitted for the gallery barrier-free renovations.• Staff is working on the CCSF application.
8. Partnership Agreement
Progress is stalled due to the change in City administration.
9. Strategic Plan
The current strategic plan ends in 2017, there was discussion on completing a new strategic plan to start in 2018 or to extend the current plan for another year. It was agreed to review the plan over the next few months and make a decision later in the year.
10. In-camera Discussion
(2017/3) Moved by Tim McFetridge That the board move in-camera. Carried.
(2017/4) Moved by Jennifer McCurdy That the board reconvene in public. Carried.

10. Board Committees

a) Finance and Audit

The pre-audit year-end statements were circulated. The Finance and Audit Committee will be meeting with the auditors on February 8th.

b) Fund Development

Barry Bailey will be calling a fund development meeting.

c) Policy Committee

The draft policies are being worked on and a meeting will be called for March.

11. Other Business

There was no other business.

12. Next Meeting and Adjournment

(2017/5) Moved by Peter Crerar to adjourn, 8.12 pm. Carried.

The next meeting is scheduled for February 16th at 7.00 pm.

Signed as approved:



Tom Thackeray, Chair