

**Arts and Heritage Foundation of St Albert Board Minutes**  
**Arts and Heritage Administrative Office**  
**February 18<sup>th</sup>, 2015**

**Present:** Tom Thackeray (chair), Donna Sawchuk (secretary/treasurer), Ann Conlin, Tim McFetridge, Megan Hurley, Jennifer McCurdy Ann Ramsden (executive director)

**Regrets:** Brent Luebke (vice-chair), Gail Barrington Moss, Peter Crerar.

<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>
<u>(2015/04) Moved by Tim McFetridge</u> That the agenda be approved as presented with the addition of the proposed Chamber of Commerce Building added to other business. Carried.
<b>3. Approval of Minutes</b>
<u>(2015/05) Moved by Ann Conlin</u> That the minutes of the board meeting held on January 29 <sup>th</sup> , 2015 be approved. Carried.
<b>4. Business Arising from Minutes</b>
There was no business arising from the minutes.
<b>5. Report from the Executive Director</b>
The executive directors report was accepted.
<b>6. Report from the Chair</b>
Tom gave a verbal update to the board on his activities, this included New Pathways for the Arts and his meeting with Patrick Draper.
<b>7. Fund Raising Discussion and Update from Fund Development Committee</b>
A discussion took place on fundraising for operational cost and capital projects. The challenges of fundraising for an expansion to the art gallery, when there were no guarantees that it would be approved as a capital project, were discussed and there was consensus that the AHF needed to continue to work towards the gallery expansion for 2016. The membership fee was also discussed and, on the recommendation of the Fund Development Committee, the membership fee was increased.
<u>(2015/06) Moved by Megan Hurley</u> The annual membership fee for individual members be increased from \$10 to \$20 and that family memberships be increased from \$15 to \$30. The increase to be effective April 1 <sup>st</sup> , 2015. Carried.
<u>(2015/07) Moved by Ann Conlin</u> That Megan Hurley be appointed chair of the Fund Development Committee. Carried.

<b>8. Update from Finance and Audit Committee</b>
<p>The Treasurer, Donna Sawchuk, on behalf of the Finance and Audit Committee, presented the audited financial statements for approval. Donna gave an overview of the meeting with the auditors.</p> <p>(2015/08) Moved by Donna Sawchuk That the audited financial statements for the year ended December 31st, 2014 be approved. Carried.</p> <p>(2015/09) Moved by Donna Sawchuk To recommend to the membership, at the AGM, that Mowbrey Gill LLP be appointed as auditors for 2015. Carried.</p>
<b>9. Annual General Meeting</b>
<ul style="list-style-type: none"> <li>• The AGM will be held on May 21<sup>st</sup> at the Little White School.</li> <li>• Tom updated the board with the names of the trustees who's terms were up and those who are eligible to stand for re- election in 2015.</li> </ul>
<b>10. Board Self Evaluation</b>
Jennifer discussed a board evaluation survey that was circulated at the last meeting, this evaluation could be used by the AHF board to evaluate its effectiveness.
<b>11. Other Business</b>
A concept of the proposed Chamber of Commerce building in the downtown was circulated and Jennifer gave a brief overview of the project. There will be more details at the March 11 <sup>th</sup> Chamber of Commerce lunch.
<b>12. Next Meeting and Adjournment</b>
<p>(2015/10) Moved by Jennifer McCurdy to adjourn, 8.33 pm. Carried. The next meeting will take place on Thursday March 19<sup>th</sup>, 2015.</p>

**Signed as approved:**

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**Tom Thackeray, Chair**