

**Arts and Heritage Foundation of St Albert Board Minutes**  
**AHF Administrative Office**  
**November 16, 2017**

**Present:** Tom Thackeray (chair), Barry Bailey (vice-chair), Megan Hurley (secretary/treasurer), Tim McFetridge, Susan Jones, Ann Conlin, Lisa Albrecht, Ann Ramsden (executive director)

**Regrets:** Jennifer McCurdy, Najib Jutt

<b>1. Call to Order</b>
The Chair, Tom Thackeray, called the meeting to order at 7.45 pm.
<b>2. Approval of Agenda</b>
(2017/59) Moved by Ann Conlin The agenda be approved. Carried.
<b>3. Approval of Minutes</b>
(2017/60) Moved by Megan Hurley The minutes of the board meeting held on October 19, 2017 be approved. Carried.
<b>4. Business Arising from Minutes</b>
There was no business arising.
<b>5. Report from the Executive Director</b>
The executive director submitted a written report, which was accepted as information. There was a verbal update on the budget presentation to City Council on November 14 <sup>th</sup> and subsequent Budget Information Requests. The date of February 13 <sup>th</sup> for the AHF trustees/Council meeting was approved, Ann R to confirm date with City.
<b>6. Short Term Disability Policy</b>
Ann R gave an overview of the current STD policy and some of the challenges we are facing with it.  (2017/61) Moved by Barry Bailey To repeal the current STD policy and replace it with a mandatory STD policy from our existing benefits provider. Carried.
<b>7. Art Gallery of St Albert – barrier free project</b>
Information updating the progress of this project was included in the executive directors report.
<b>8. Strategic Plan</b>
Discussion tabled to December meeting.
<b>9. In-camera Discussion</b>
(2017/62) Moved by Tim McFetridge That the board move in-camera. Carried.  (2017/63) Moved by Barry Bailey That the board reconvene in public. Carried.
<b>10. Board Committees</b>
a) <b>Finance and Audit Committee</b> Q3 Financial Report was circulated for information. The committee will meet in the first week of December to review the financial report.

b) **Fund Development Committee**  
No update

c) **Policy Committee**  
No update

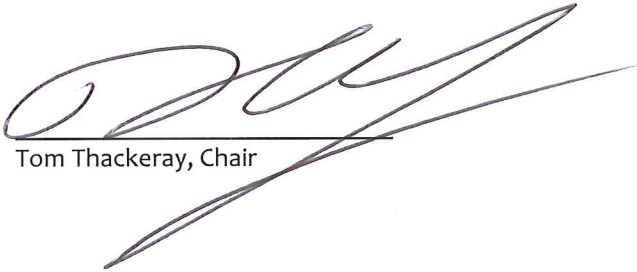
**11. Other Business**

Barry discussed a committee to celebrate the 20<sup>th</sup> anniversary of the AHF in 2018. The committee could include volunteers and past board members.

**12. Next Meeting and Adjournment**

(2017/64) Moved by Megan Hurley to adjourn, 8.32 pm. Carried.  
The next meeting will be held in December, date TBD

Signed as approved:



Tom Thackeray, Chair