

**Arts and Heritage Foundation of St Albert Board Minutes**  
**AHF Foundation Office**  
**March 22, 2018**

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

**Regrets:** Ann Conlin, Lisa Albrecht

<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>
(2018/14) Moved by Barry Bailey The agenda be approved with the addition of Strategic and Business Plan to agenda item #7. Carried.
<b>3. Approval of Minutes</b>
(2018/15) Moved by Susan Jones The minutes of the board meeting held on February 15, 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's report was accepted as presented. There was a discussion on the AFA operating grant application and the cash reserve policy; and it was agreed that we would continue to provide a letter demonstrating our financial stability.
<b>6. Chair's Report</b>
Report covered in other agenda items.
<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. There was a discussion on the status of the canopy. It was agreed that we would wait until the regulatory issues had been approved before making a decision on the funding of the canopy.
<b>8. Capital, Strategic and Business Plans</b>
<ul style="list-style-type: none"><li>• The 2018 -2027 Capital Plan was presented for discussion and Information.</li><li>• The 2018-2020 Strategic Plan and Business Plan were presented for discussion and information.</li></ul> These plans will be submitted to the City of St. Albert as part of our annual reporting.
<b>9. Revisions to Bylaws</b>
The bylaws have been revised to include a Past Chair's position, electronic communications and clarify returning trustees.  (2018/16) Moved by Megan Hurley To present the bylaw changes to the members for ratification at the Annual General Meeting on May 17, 2018. Carried.
<b>10. Finance and Audit Committee</b>
The January 2018 financial report was accepted as information.

**11. In-camera Discussion**

(2018/17) Moved by Barry Bailey

That the board move in-camera. Carried.

(2018/18) Moved by Barry Bailey

That the board reconvene in public. Carried.

**12. Other Business**

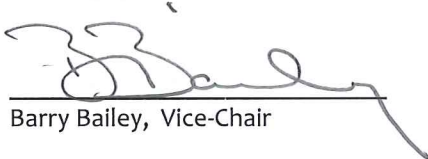
There was no other business.

**12. Next Meeting and Adjournment**

(2018/19) Moved by Susan Jones to adjourn, 8.57 pm. Carried.

The next meeting will be on April 19 at 7.00 pm.

Signed as approved:



Barry Bailey, Vice-Chair